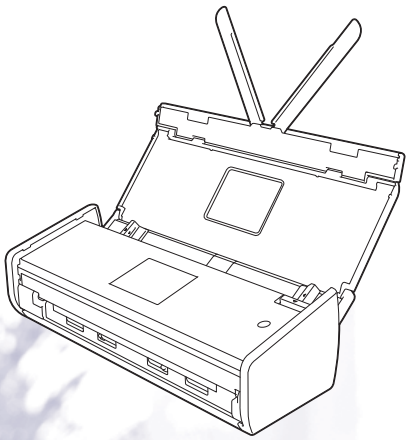
User’s Guide

ADS-1000W
ADS-1500W





Version B

USA

Brother Numbers

IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made ***from within*** that country.

- *Register Your Product*
- *FAQs (frequently asked questions)*
- *For Customer Service*

Register Your Product

By registering your product with Brother International Corporation, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

Complete and fax the Brother Warranty Registration And Test Sheet or, for your convenience and most efficient way to register your new product, register on-line at

http://www.brother.com/registration/

FAQs (frequently asked questions)

The Brother Solutions Center is our one-stop resource for all your Brother machine needs. You can download the latest software documents and utilities, read FAQs and troubleshooting tips, and learn how to get the most from your Brother product.

http://solutions.brother.com/

NOTE

- You can check here for Brother driver updates.
- To keep your machine performance up to date, check here for the latest firmware upgrade.

For Customer Service

In USA:	1-877-BROTHER (1-877-276-8437)
	1-901-379-1215 (fax)
In Canada:	http://www.brother.ca/support

If you have comments or suggestions, write us at:

In USA:	Printer Customer Support
	Brother International Corporation
	200 Crossing Boulevard
	Bridgewater, TN 38133
In Canada:	Brother International Corporation (Canada), Ltd.
	- Customer Experience Team
	1, rue Hotel de Ville Dollard-des-Ormeaux, PQ, Canada H9B 3H6

Service center locator (USA only)

For the location of a Brother authorized service center, call 1-877-BROTHER (1-877-276-8437) or visit us on-line at http://www.brother-usa.com/service/

Service center locations (Canada only)

For the location of a Brother authorized service center, visit us at http://www.brother.ca/support

Internet addresses

Brother Global Web Site: http://www.brother.com/

For Frequently Asked Questions (FAQs), Product Support and Technical Questions, Driver Updates and Utilities, and User's Guides: http://solutions.brother.com/

For Brother Accessories & Supplies:

In USA: http://www.brothermall.com/

In Canada: http://www.brother.ca/

User’s Guides and where do I find them?

Which manual?	What’s in it?	Where is it?
Quick Setup Guide	Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using. This Guide also includes the Safety Instructions before you set up your machine. Read the instructions first.	Printed / In the box
User’s Guide	Learn the Scan operations and security features, learn how to perform routine maintenance, and see troubleshooting tips.	PDF file / Brother Solutions Center [1]
Network User’s Guide	This Guide provides useful information about wireless network settings and security settings using the Brother machine. You can also find supported protocol information for your machine and detailed troubleshooting tips.	PDF file / Brother Solutions Center [1]
Web Connect Guide (ADS-1500W only)	This Guide provides useful information about accessing internet services from the Brother machine, as well as downloading images and uploading files directly from internet services.	PDF file / Brother Solutions Center [1]
Mobile Print/Scan Guide for Brother iPrint&Scan	This Guide provides useful information about accessing internet services from the Brother machine, as well as downloading images and uploading files directly from internet services.	PDF file / Brother Solutions Center [1]
Brother Image Viewer Guide for Android™	This Guide provides useful information about using your Android™ mobile device to view and edit documents that were scanned by a Brother machine.	PDF file / Brother Solutions Center [1]
Brother ScanViewer Guide for iOS/OS X	This Guide provides useful information about using your iOS device or Macintosh computer to view and edit documents that were scanned by a Brother machine and saved to iCloud.	PDF file / Brother Solutions Center [1]

[1] Visit us at http://solutions.brother.com/

Getting Started

Features		Applications	What Can I Do?	Where Should I Go for More Information?
Scan to PC	Scan to Image	ControlCenter4 (Windows®) ControlCenter2 (Macintosh)	Scan your document directly into a graphics application for image editing.	For scanning from the Control Panel of the machine: *Save Scanned Documents on Your Computer* on page 130 For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Basic Scan* on page 53 ■ Advanced Mode: *Basic Scan* on page 59 For scanning from ControlCenter2 (Macintosh): *Image (example: Apple Preview)* on page 73
	Scan to OCR		Scan your document and convert it to text. This text can be edited using your favorite word processing software.	For scanning from the Control Panel of the machine: *Save Scanned Documents on Your Computer* on page 130 For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Basic Scan* on page 53 ■ Advanced Mode: *Basic Scan* on page 59 For scanning from ControlCenter2 (Macintosh): *OCR (word processing application)* on page 74

Features		Applications	What Can I Do?	Where Should I Go for More Information?
Scan to PC (continued)	Scan to E-mail	ControlCenter4 (Windows®) ControlCenter2 (Macintosh) (continued)	Scan your document to your default E-mail application, so you can send the scanned job as an attachment.	For scanning from the Control Panel of the machine: *Save Scanned Documents on Your Computer* on page 130 For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Basic Scan* on page 53 ■ Advanced Mode: *Basic Scan* on page 59 For scanning from ControlCenter2 (Macintosh): *E-mail* on page 75
	Scan to File		Scan your document and save it to a folder on your hard disk in one of the file types shown in the file type list. If you want to scan your document as a PDF file, select this method.	For scanning from the Control Panel of the machine: *Save Scanned Documents on Your Computer* on page 130 For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Basic Scan* on page 53 ■ Advanced Mode: *Basic Scan* on page 59 For scanning from ControlCenter2 (Macintosh): *File* on page 76
	Scan Receipts	BR-Receipts (Windows® and Macintosh)	Use the BR-Receipts application included in the Brother MFL-Pro software suite for scanning receipts.	For scanning from Windows®: *Scan Receipts Using BR-Receipts (Windows®)* on page 92 For scanning from Macintosh: *Scan Receipts Using BR-Receipts (Macintosh)* on page 104

Features		Applications	What Can I Do?	Where Should I Go for More Information?
Scan to PC (continued)	Scan Business Cards	NewSoft Presto! BizCard 6 (Windows® and Macintosh)	Use the NewSoft Presto! BizCard 6 application included in the Brother MFL-Pro software suite for scanning business cards.	For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Scan Business Cards* on page 57 ■ Advanced Mode: *Scan Business Cards* on page 63 For scanning from ControlCenter2 (Macintosh): *Scan Business Cards* on page 81
	Scan Using the TWAIN/WIA/ ISIS® Driver for Windows® Users	Applications supporting TWAIN/WIA/ISIS driver such as: Nuance™ PaperPort™ 12SE Windows® Fax and Scan Windows® Photo Gallery Captiva® QuickScan™ Pro	Use the Nuance™ PaperPort™ 12SE application included in the Brother MFL-Pro software suite, or other applications supporting TWAIN or WIA specifications, for scanning. You can also use the free trial version of Captiva® QuickScan™ Pro, or other applications supporting ISIS® specifications, for scanning. Before scanning using the ISIS® applications, you must install the ISIS® scanner driver.	For scanning using the TWAIN/WIA driver: *Scan Using Nuance™ PaperPort™ 12SE or Other Windows® Applications* on page 93 For scanning using the ISIS® driver: *Scan Using Captiva® QuickScan™ Pro or ISIS® Applications (Windows®)* on page 115
	Scan Using the TWAIN/ICA Driver for Macintosh Users	Applications supporting TWAIN/ICA driver such as: Presto! PageManager Apple Image Capture	Use the Presto! PageManager application included in the Brother MFL-Pro software suite, or other applications supporting TWAIN specifications, for scanning. After installing the Brother MFL-Pro software suite, you can also use the Apple Image Capture application for scanning.	For scanning using the TWAIN driver: *Scan Using Presto! PageManager or TWAIN Applications (Macintosh)* on page 105 For scanning using the ICA driver: *Scan Using Apple Image Capture (ICA Driver)* on page 110

Features		Applications	What Can I Do?	Where Should I Go for More Information?
Scan to PC (continued)	WS Scan (Windows® users only)	Windows® Fax and Scan Windows® Photo Gallery	Scan your document by using the Web Services protocol. The Web Services protocol enables you to scan over the network using your machine and a computer running Windows Vista® (SP2 or later), Windows® 7 or Windows® 8.	For installing drivers: *Installing drivers used for scanning via Web Services (Windows Vista®, Windows® 7 and Windows® 8)* in the *Network User's Guide* For scanning from the Control Panel of the machine: *Scan Using Web Services (Windows Vista® SP2 or Later, Windows® 7 and Windows® 8)* on page 136

Features		Applications	What Can I Do?	Where Should I Go for More Information?
Scan from the Control Panel of the Machine	Scan to USB	—	Scan your document and save the scanned image on a USB flash drive. You can configure the settings on the control panel of the machine.	*Save Scanned Documents on a USB Flash Drive* on page 139
	Scan to FTP		Scan your document directly to an FTP server on your local network, or on the internet.	*Scan Documents to an FTP Server* on page 116
	Scan to Network (Windows® users only) (ADS-1500W only)		Scan your document directly to a shared folder on a CIFS server on your local network, or on the internet.	*Scan Documents to a CIFS Server (Windows®) (ADS-1500W only)* on page 125
	Scan to E-mail Server (ADS-1500W only)	—	Scan your document and send it directly to an E-mail address from the machine. In addition, because this feature can assign an E-mail address to the machine, you can use the machine to send documents over your local network or the internet to computers or other Internet Fax machines.	*Send Scanned Documents Directly to an Email Address (ADS-1500W only)* on page 142
	Scan to Web (ADS-1500W only)		Scan your document and upload it directly to Web Services, such as Facebook, Picasa, Flickr, Google Docs, Evernote, Dropbox, Box.net and SkyDrive, without using a computer.	Web Connect Guide
	Outline and Scan (ADS-1500W only)		Scan your document that contains specific areas outlined using a red pen. The outlined areas can be processed as images in various ways.	Web Connect Guide

Features		Applications	What Can I Do?	Where Should I Go for More Information?
From Mobile Devices	Scan Documents (Brother iPrint&Scan)	Brother iPrint&Scan	Scan your document directly from your Android™ devices, iOS devices, and Windows® Phone without using a computer. You can download and install Brother iPrint&Scan from the Google Play, App Store, or Windows® Phone Store.	Mobile Print/Scan Guide for Brother iPrint&Scan
	View or Edit Scanned Data (iOS/OS X)	Brother ScanViewer	Use your iOS device or Macintosh computer to view and edit images and documents that were scanned by a Brother machine and saved to iCloud. You can download and install Brother ScanViewer from the App Store.	Brother ScanViewer Guide for iOS/OS X
	View or Edit Scanned Data (Android™)	Brother Image Viewer	Use your Android™ mobile device to view and edit documents that were scanned by a Brother machine. You can download and install Brother Image Viewer from the Google Play.	Brother Image Viewer Guide for Android™
Scan Plastic Cards Using the Card Slot			Scan your plastic cards using the Card Slot on the back of the machine. Scan to Image, Scan to OCR, Scan to E-mail, Scan to File, Scan to FTP and Scan from mobile devices using Brother iPrint&Scan are available when scanning a plastic card using the Card Slot.	For scanning from the Control Panel of the machine: *Scan Plastic Cards* on page 148 For scanning from ControlCenter4 (Windows®): ■ Home Mode: *Scan Plastic Cards* on page 54 ■ Advanced Mode: *Scan Plastic Cards* on page 60 For scanning from ControlCenter2 (Macintosh): *Scan Plastic Cards* on page 78

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1 General Information

Using the Documentation

Thank you for buying a Brother machine! Reading the documentation will help you make the most of your machine.

Symbols and Conventions Used in the Documentation

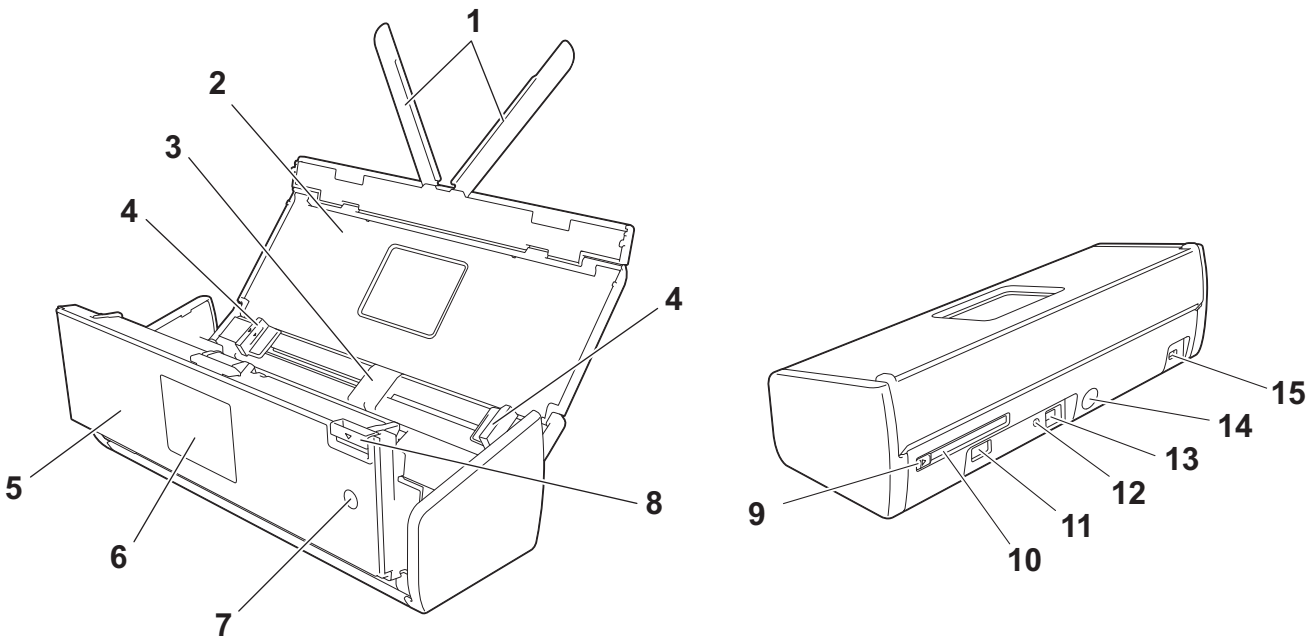
The following symbols and conventions are used throughout the documentation.

⚠ CAUTION	CAUTION indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.
IMPORTANT	IMPORTANT indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product functionality.
NOTE	NOTE tell you how you should respond to a situation that may arise or give tips about how the operation works with other features.
Bold	Bold typeface identifies keys on the machine control panel or computer screen.
Italics	Italicized typeface emphasizes an important point or refers you to a related topic.
Courier New (ADS-1500W only)	Text in Courier New font identifies messages on the LCD of the machine.

NOTE

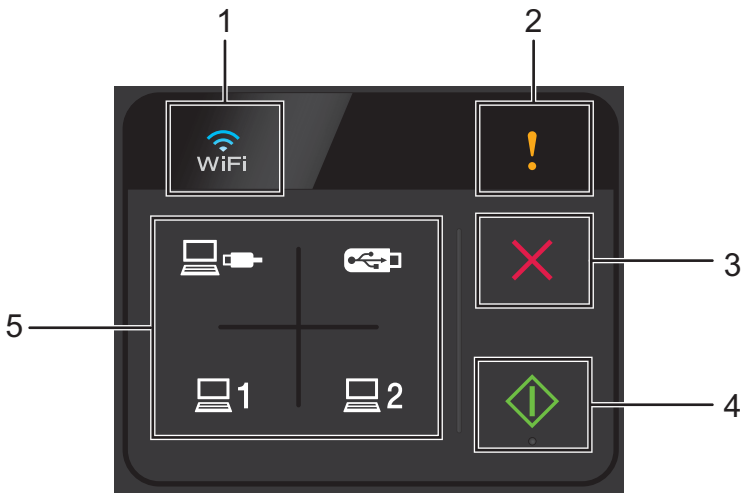
- Unless otherwise specified, screens and illustrations in this guide show the ADS-1500W.
- Unless otherwise specified, the screens in this manual are from Windows® 7 and Mac OS X v10.7.x. Screens on your computer may vary depending on your operating system.

About This Machine



1 **Document Support Arms**
2 **Top Cover**
3 **Automatic Document Feeder (ADF)**
4 **Document Guides**
5 **Front Cover**
6 **Control Panel**
7 **Power Key**
Press the Power Key to turn on the machine.
Press and hold down the Power Key to turn off the machine.
8 **Cover Release Lever**
9 **Card Slot Guide**
10 **Card Slot**
11 **USB Direct Interface**
12 **AOSS/WPS Button (ADS-1000W only)**
13 **USB Connector**
14 **AC Adapter Connector**
15 **Security Slot**

Control Panel Overview (ADS-1000W)



1 WiFi

When WLAN is enabled, the WiFi light lights up.

2 Error Indicator

The Error Indicator will light up when an error is occurring.

3 Stop Button

Press to stop or cancel. The Stop button does not light up when it is unavailable.

4 Start Button

Press to start scanning. You must select a scan type by pressing one of the Scan buttons (5) before pressing the Start button. The Start button does not light up when it is unavailable.

NOTE

If you configure the Scan Priority settings (see *Scan Priority (ADS-1000W only)* on page 214) and the Scan buttons are available, they will blink without pressing.

5 Scan Buttons

Press to select a scan type. The Scan buttons will light up when they are available.



Press to select the Scan to PC (USB Connect) function. Scan to PC (USB Connect) is available only when the machine was set up using the USB interface method (see the Quick Setup Guide). For more information, see *Scan to PC (USB Connect)* on page 130.



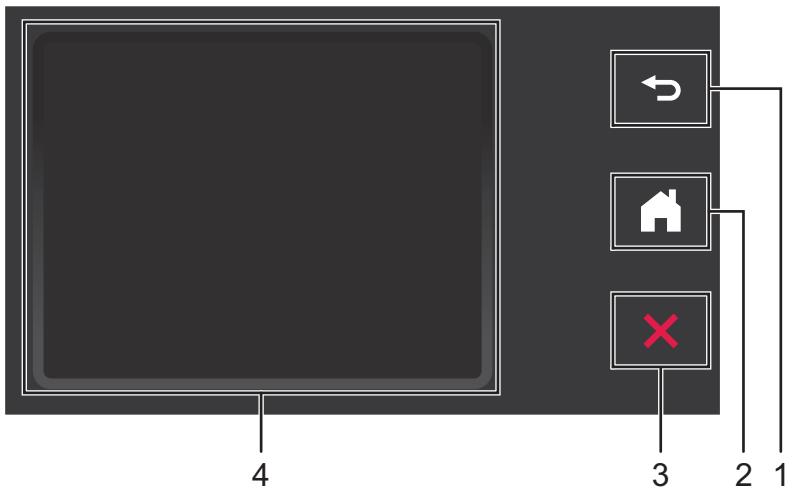
You can assign the Scan to FTP, Scan to PC (Network Connect), or WS Scan function to these keys. After configuring the settings, press to select your assigned function. These buttons are available only when the machine was set up using the wireless network method with the installation DVD-ROM and a USB cable (see the Quick Setup Guide). For more information, see *Scan Documents to an FTP Server* on page 116,

Scan to PC (Network Connect) on page 132, or *Scan Using Web Services (Windows Vista® SP2 or Later, Windows® 7 and Windows® 8)* on page 136.



Press to select the Scan to USB function. For more information, see *Save Scanned Documents on a USB Flash Drive* on page 139.

Control Panel Overview (ADS-1500W)



1 Back Button
Press to go back to the previous menu level. The Back key does not light up when it is unavailable.

2 Home Button
Press to return to Ready mode. The Home key does not light up when it is unavailable.

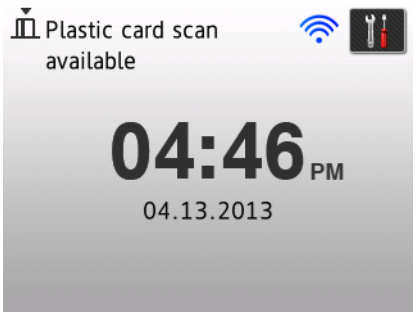
3 Stop Button
Press to stop or cancel. The Stop key does not light up when it is unavailable.

4 2.7" Touchscreen LCD
This is a Touchscreen LCD. You can access the menus and options by pressing them on the Touchscreen.

2.7" Touchscreen LCD

Clock Mode (When the Top Cover is closed only)

The LCD displays Clock Mode when the machine is idle. Clock Mode displays the date, time, and current machine status.



1 Date and Time

Current date and current time.

2

When WLAN is enabled, a four-level indicator shows the current wireless signal strength if you are using a wireless connection.



0 Max

3

Press to access and change the plastic card scan settings.

The information icon appears on the Touchscreen when there is an error or maintenance message. For more information, see *Error and Maintenance Messages* on page 193.

Scan Mode (When the Top Cover is open only)

In this mode, Scan to FTP, Scan to Network, Scan to PC, Scan to USB, Scan to E-mail Server and Scan to Web are available.

The LCD shows the current machine status when the machine is idle.





1 **`to FTP`**
Press to access the Scan to FTP function.

2 **`to Network`**
Press to access the Scan to Network function.

3 **`to PC`**
Press to access the Scan to PC function.

4 **`to USB`**
Press to access the Scan to USB function.

5 **`to E-mail Server`**
Press to access the Scan to E-mail Server function.

6 **`to Web`**
Press to access the Scan to Web function.

7

When WLAN is enabled, a four-level indicator shows the current wireless signal strength if you are using a wireless connection.

0 Max

8 **`Shortcuts`**
Press to set up Shortcut menus. Once you have set up shortcuts, press to view all of your shortcut options.



9  **(Settings)**

Press to access the main settings.

The information icon  appears on the Touchscreen when there is an error or maintenance message. For details, see *Error and Maintenance Messages* on page 193.

NOTE

This product adopts the font of ARPHIC TECHNOLOGY CO., LTD.

Basic Operation

Use your finger to press option buttons on the Touchscreen. Use the ◄► or ▲▼ to access and scroll through screen menus and setting options. To display and access all the screen menus or options in a setting, press ▲ or ▼ to scroll through them.

IMPORTANT

DO NOT press the screen with a sharp object, such as a pen or stylus. It may damage the machine.

The following steps show how to change a setting in the machine. In this example, the Document Size setting in Scan to PC is changed to `Auto`.

1. Press ◄ or ► to display `to PC`.
2. Press `to PC`.
3. Press ◄ or ► to display `to File`.
4. Press `to File`.
5. Press `Options`.
6. Press ▲ or ▼ to display `Set with Touch Panel`.
7. Press `Set with Touch Panel`.
8. Press `On`.
9. Press ▲ or ▼ to display `Document Size`.
10. Press `Document Size`.
11. Press ▲ or ▼ to display `Auto`.
12. Press `Auto`.

NOTE

Press  to go back to the previous level.

Change the Keyboard Setting

Select the keyboard type you want to display on the Touchscreen.

1. Press  (Settings), General Setup and then Keyboard Settings.
2. Press QWERTY or ABC.
3. Press  .

Set the Backlight Brightness

If you are having difficulty reading the LCD, change the LCD's backlight brightness setting.

1. Press  (Settings), General Setup, LCD Settings and then Backlight.
2. Press Light, Med or Dark.
3. Press  .

Set the Dim Timer for the Backlight

Set how long the LCD backlight stays on after the Ready screen is shown.

1. Press  (Settings), General Setup, LCD Settings and then Dim Timer.
2. Press Off, 10Secs, 20Secs or 30Secs.
3. Press  .

Memory

Your menu settings are stored permanently and, in the event of a power failure, will not be lost, although temporary settings will be lost.

(ADS-1500W only)

If you have chosen `Set New Default` for your Scan to USB and Scan to E-mail Server preferred settings, those settings will not be lost. Also, during a power failure, the machine will retain the date and time for approximately 24 hours.

Volume

When the beep setting is on, the machine will beep when you press a key or make a mistake.

You can choose a range of beep volume levels from `Low` to `High`, or choose `Off`.

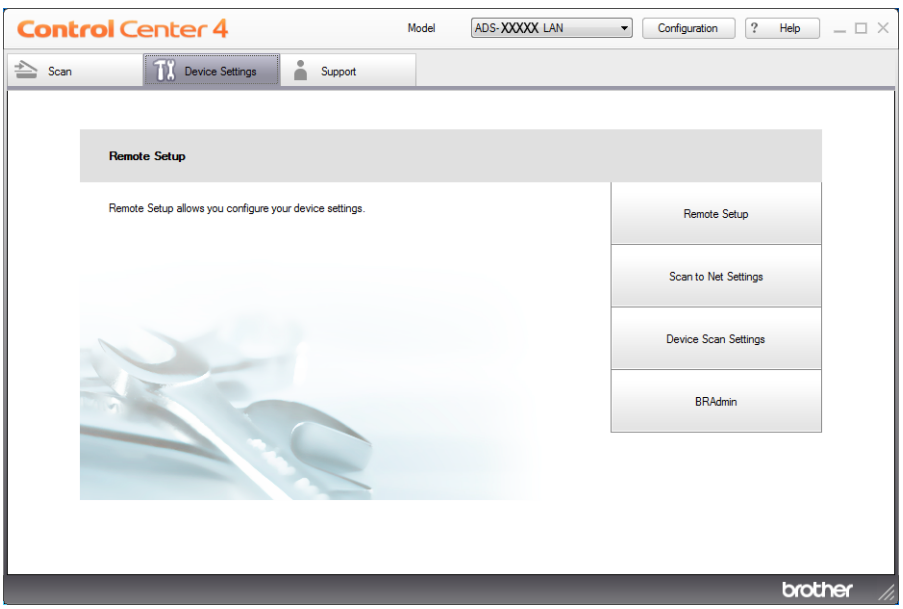
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

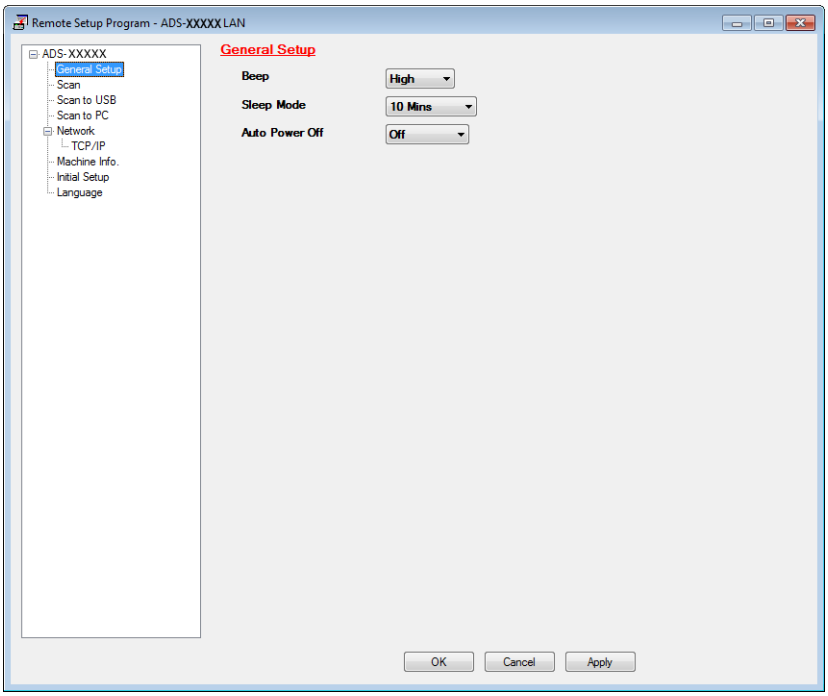
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **General Setup** in the folder tree (the example below uses Windows®).



4 Select **Low**, **Med**, **High** or **Off** from the **Beep** drop-down list.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1. Press  (`Settings`), `General Setup` and then `Beep`.
2. Press `Low`, `Med`, `High` or `Off`.
3. Press  .

Select Your Language

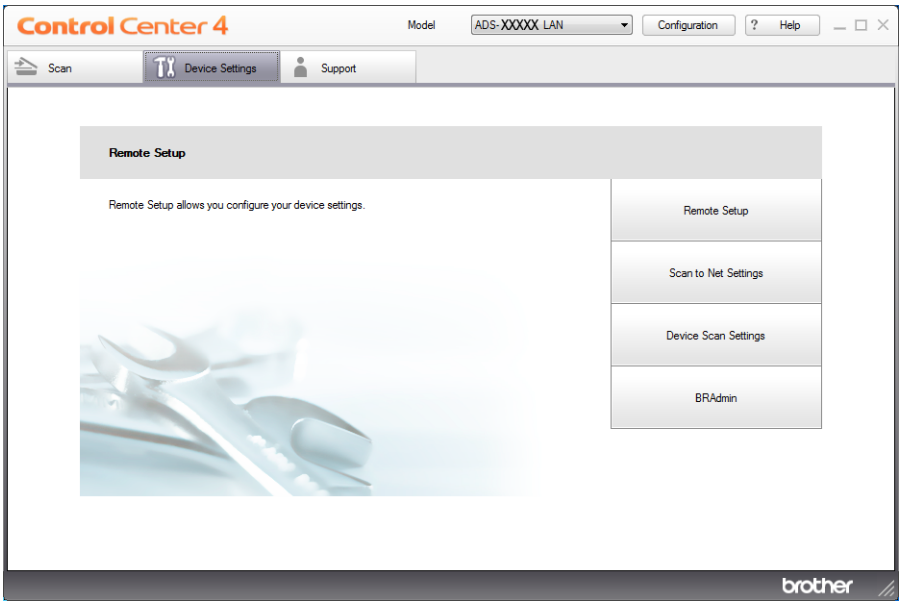
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

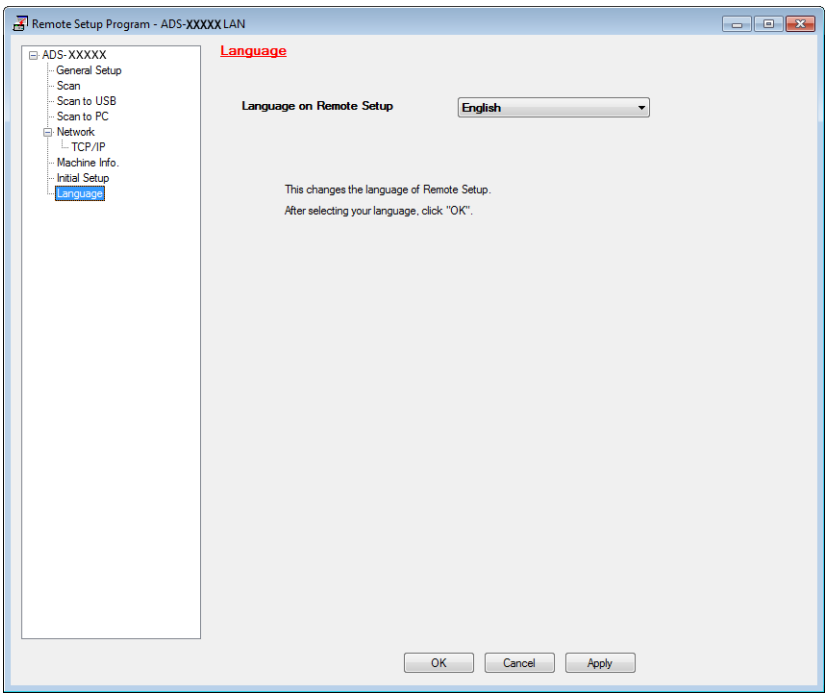
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **Language** in the folder tree (the example below uses Windows®).



4 Select your language from the **Language on Remote Setup** drop-down list.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1. Press  (`Settings`).
2. Press ▲ or ▼ to display `Initial Setup`.
   Press `Initial Setup`.
3. Press `Local Language`.
4. Press ▲ or ▼ to display your language.
   Press your language.
5. Press  .

Set the Date and Time (ADS-1500W only)

The machine displays the date and time.

1. Press  (Settings).
2. Press ▲ or ▼ to display Initial Setup.
3. Press Initial Setup, Date & Time and then Date.
4. Enter the last two digits of the year on the Touchscreen, and then press OK.
5. Enter the two digits for the month on the Touchscreen, and then press OK.
6. Enter the two digits for the day on the Touchscreen, and then press OK.
7. Press Clock Type.
8. Press 12h Clock or 24h Clock.
9. Press Time.
10. Enter the time on the Touchscreen.
    (12h Clock only)
    Press  to cycle AM and PM.
11. Press OK, and then press  .

Automatic Daylight Saving Time

You can set the machine to change the time automatically for Daylight Saving Time. The Time will be adjusted forward one hour in the Spring and adjusted backward one hour in the Fall.

The factory setting is Off, therefore, you will have to change the Automatic Daylight Saving Time setting to On as follows.

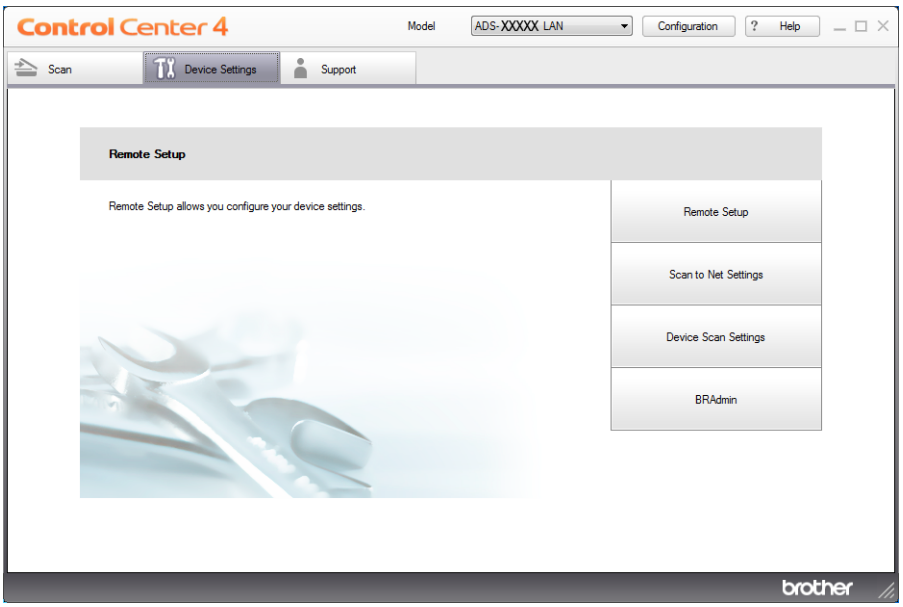
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the  (ControlCenter4) icon in the task tray and then select **Open** from the menu.
   The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

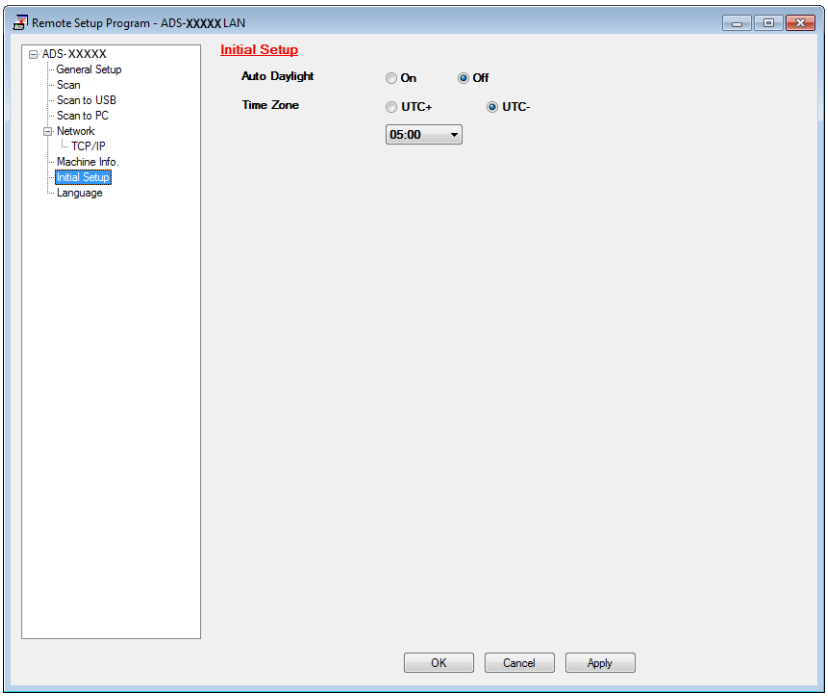
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **Initial Setup** in the folder tree (the example below uses Windows®).



4 Select **On** (or **Off**) from the **Auto Daylight** options.

5 Click **Apply** and then **OK**.

(ADS-1500W)

NOTE

Make sure you have set the correct date and time in the `Date & Time` setting.

1 Press  (`Settings`).

2 Press ▲ or ▼ to display `Initial Setup`.

3 Press `Initial Setup`, `Date & Time` and then `Auto Daylight`.

4 Press `On` (or `Off`).

5 Press  .

Set the Time Zone

You can set the time zone (not summer time but standard time) on the machine for your location. For example, the time zone for Eastern Time in the USA and Canada is UTC-05:00.

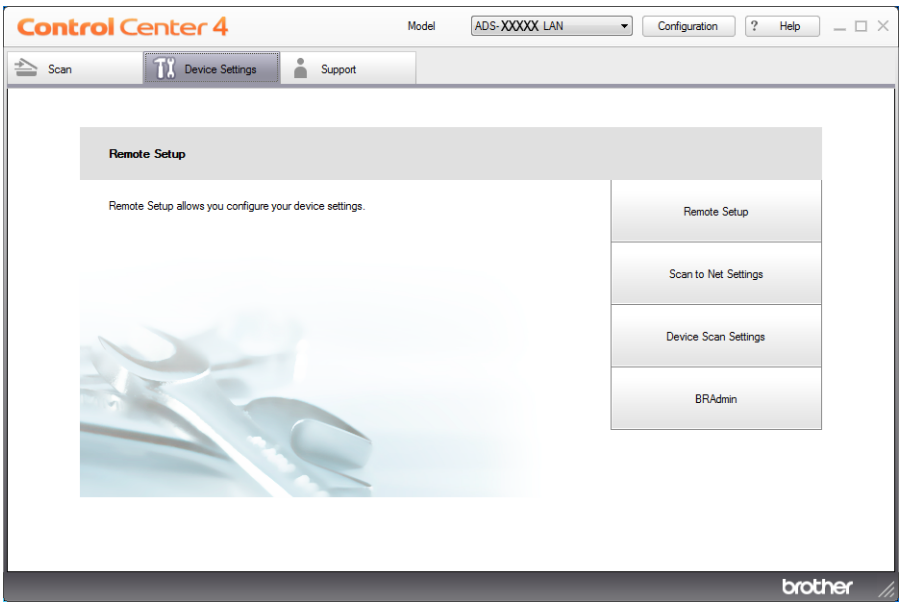
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

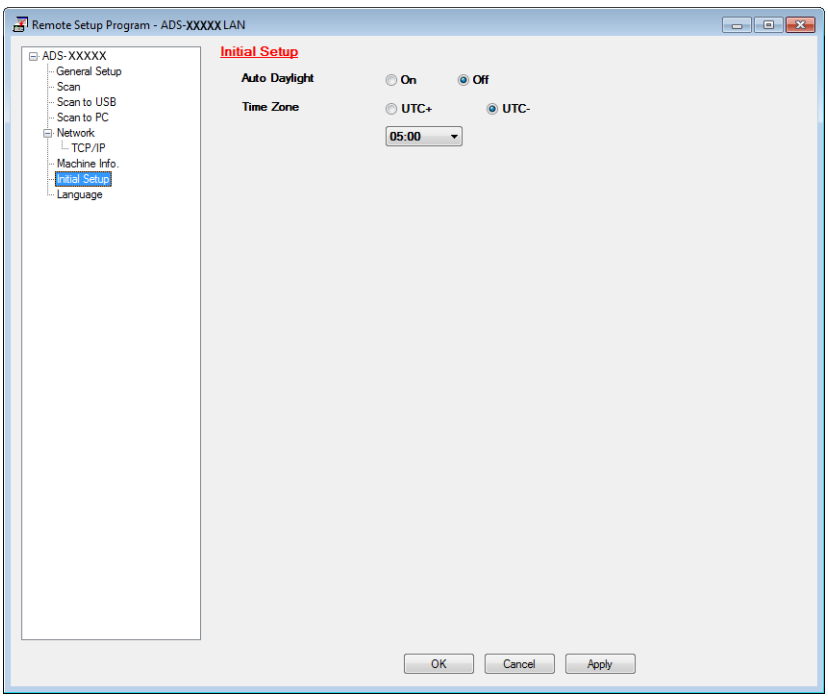
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **Initial Setup** in the folder tree (the example below uses Windows®).



4 Select your time zone from the **Time Zone** options.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1. Press  (Settings).
2. Press ▲ or ▼ to display Initial Setup.
3. Press Initial Setup, Date & Time and then Time Zone.
4. Enter your time zone.
   Press OK.
5. Press  .

Sleep Mode

You can specify how long the machine must be idle before it enters Sleep Mode. The maximum setting is 60 minutes and the default setting is 10 minutes. The timer will restart if any operation is carried out on the machine.

NOTE

If a plastic card is inserted into the Card Slot, the machine dose not enter Sleep mode.

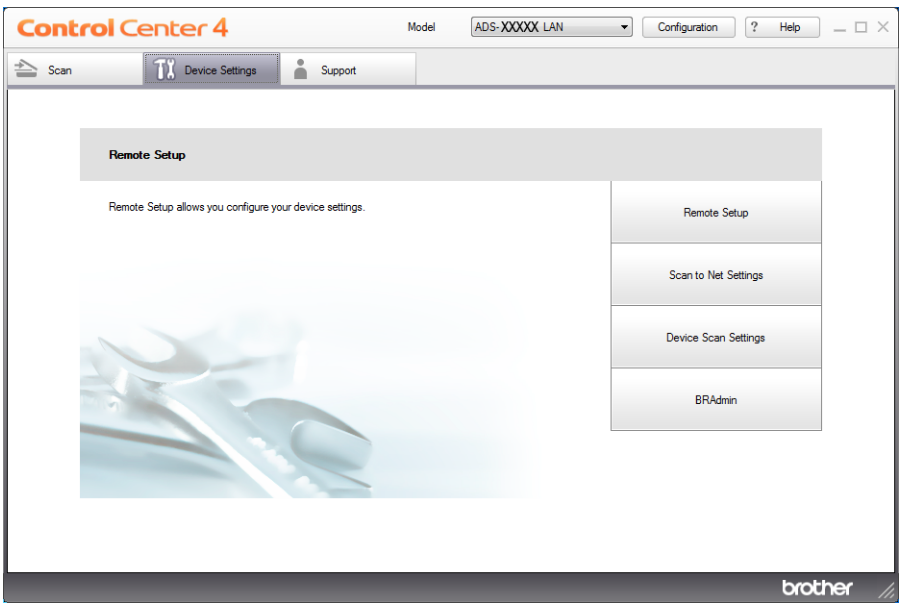
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

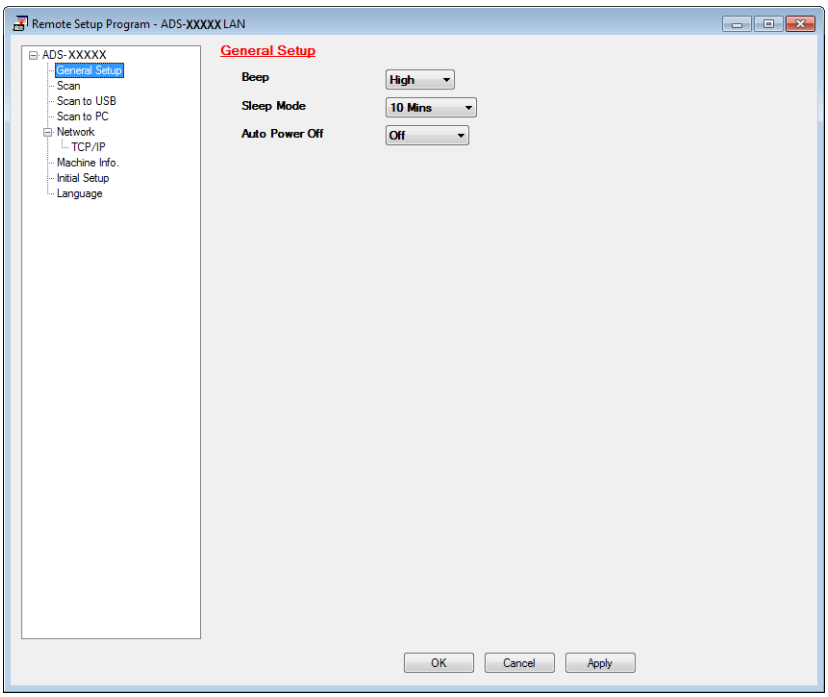
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **General Setup** in the folder tree (the example below uses Windows®).



4 Select **1 Min**, **2 Mins**, **3 Mins**, **5 Mins**, **10 Mins**, **30 Mins** or **60 Mins** from the **Sleep Mode** drop-down list.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1. Press  (`Settings`) and then `General Setup`.
2. Press ▲ or ▼ to display `Sleep Mode`.
3. Press `Sleep Mode`.
4. Press `1Min`, `2Mins`, `3Mins`, `5Mins`, `10Mins`, `30Mins` or `60Mins`.
5. Press  .

Auto Power Off

You can enter how long the machine is in Sleep mode (the maximum setting is 8 hours and the default setting is Off) before it turns the power off automatically.

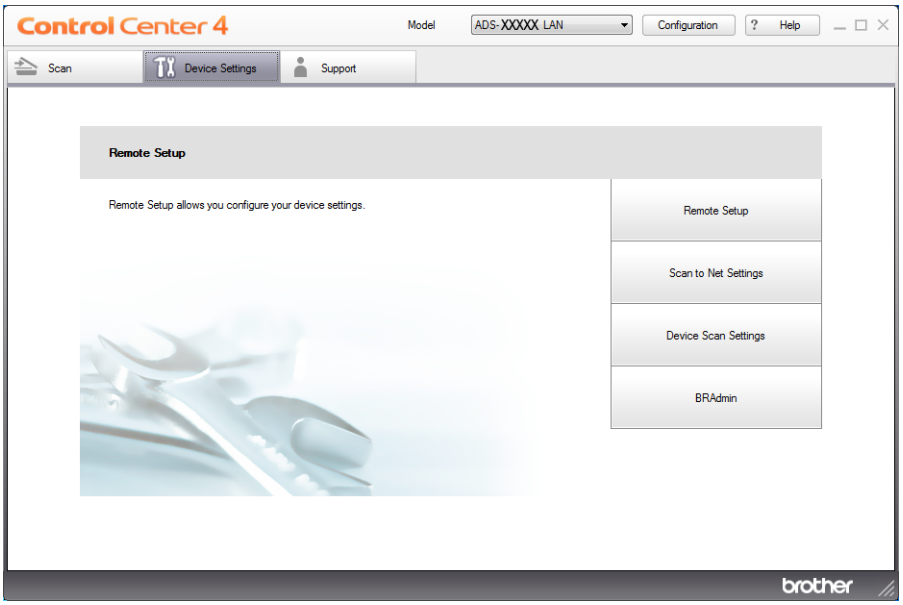
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

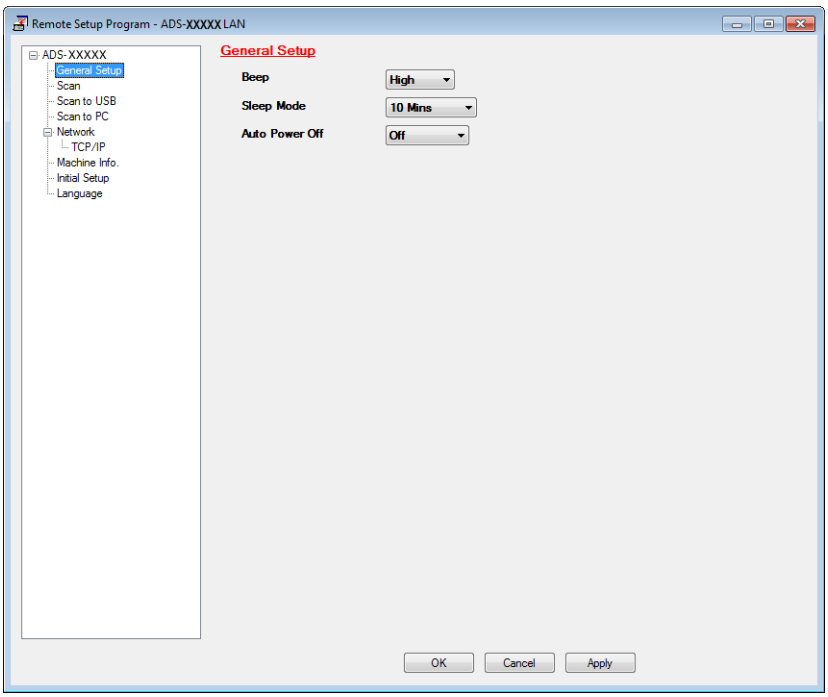
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **General Setup** in the folder tree (the example below uses Windows®).



4 Select **1hour**, **2hours**, **4hours**, **8hours** or **Off** from the **Auto Power Off** drop-down list.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1. Press  (`Settings`) and then `General Setup`.
2. Press ▲ or ▼ to display `Auto Power Off`.
3. Press `Auto Power Off`.
4. Press `1hour`, `2hours`, `4hours`, `8hours` or `Off`.
5. Press  .

2 Document Specifications

Acceptable Documents

NOTE

Do not load documents that contain multiple page thicknesses, paper qualities, etc.

Standard Paper	Length	2.76 in. to 11.7 in. (70 mm to 297 mm)	
	Width	2.0 in. to 8.5 in. (51 mm to 215.9 mm)	
	Weight	14 lb to 29 lb (52 g/m^2 to 110 g/m^2)	
	Thickness	3 mil to 5 mil (0.08 mm to 0.12 mm)	
	Maximum Number of Pages	Total thickness of no more than 79 mil (2 mm), no more than 20 sheets	
	Standard Paper Size	A4	8.3 × 11.7 in. (210 × 297 mm)
		A5	5.8 × 8.3 in. (148 × 210 mm)
		A6	4.1 × 5.8 in. (105 × 148 mm)
		B5	7.2 × 10.1 in. (182 × 257 mm)
		B6	5.0 × 7.2 in. (128 × 182 mm)
		Letter	8.5 × 11 in. (215.9 × 279.4 mm)

Thick Paper1	Length	2.76 in. to 5.8 in. (70 mm to 147 mm)
	Width	2.0 in. to 4.33 in. (51 mm to 110 mm)
	Weight	29 lb to 53 lb (110 g/m^2 to 200 g/m^2)
	Thickness	5 mil to 8 mil (0.12 mm to 0.2 mm)
	Maximum Number of Pages	Total thickness of no more than 79 mil (2 mm) and no more than 10 sheets

Thick Paper2	Length	2.76 in. to 3.74 in. (70 mm to 95 mm)
	Width	2.0 in. to 2.17 in. (51 mm to 55 mm)
	Material	Plastic (PET), Paper
	Thickness	8 mil to 16 mil (0.2 mm to 0.4 mm)
	Maximum Number of Pages	1 page

Long Paper	Length	11.7 in. to 34.0 in. (297 mm to 863 mm)
	Width	2.0 in. to 8.5 in. (51 mm to 215.9 mm)
	Weight	14 lb to 29 lb (52 g/m^2 to 110 g/m^2)
	Thickness	3 mil to 5 mil (0.08 mm to 0.12 mm)
	Maximum Number of Pages	1 page

NOTE

To scan a document between 11.7 in. to 34.0 in. (297 mm to 863 mm), select **Long Paper** as **Scan Size** or **Document Size** in the setting dialog box.

Plastic Card	Standard Size (ISO)	3.37 × 2.13 × 0.03 in. (85.6 × 54.0 × 0.76 mm)
	Length	2.76 in to 3.74 in. (70 mm to 95 mm)
	Width	2.0 in to 2.17 in. (51 mm to 55 mm)
	Material	Plastic (PET)
	Type	Plastic card such as driver's license or insurance card
	Thickness	Base: 16 mil to 30 mil (0.4 mm to 0.76 mm) Embossed: up to 55 mil (up to 1.4 mm)
	Maximum Number of Pages	1 page

NOTE

A plastic card can be scanned when saving the scanned image to your computer. Select the **Plastic Card Mode** check box in the setting dialog box.

Receipts (using Receipt Carrier Sheet)	Length	up to 10.62 in. (270 mm)
	Width	up to 4.33 in. (110 mm)
	Weight	up to 29 lb (110 g/m^2)
	Thickness	Total thickness of the Receipt Carrier Sheet and receipt of no more than 14 mil (0.35 mm) (excluding overlapping portions of a receipt folded in two places)
	Maximum Number of Pages	1 page Fold a receipt in two places so that it overlaps if it is longer than the Receipt Carrier Sheet.

NOTE

- Receipt Carrier Sheet is available depending on your country.
- A Receipt Carrier Sheet can be used when saving the scanned image to your computer and cannot be used when scanning to USB flash drive. Receipts Carrier Sheet is available depending on your country.

Unacceptable Documents

- Documents with a carbon sheet attached on the back
- Documents written in pencil
- Documents of uneven thickness, such as envelopes
- Documents with large wrinkles or curls
- Bent or damaged documents
- Documents that use tracing paper
- Documents that use coated paper
- Photographs (photographic paper)
- Documents printed on perforated paper
- Documents printed on unusually-shaped paper (not square or rectangle)
- Documents with photos, notes, or stickers affixed to them
- Documents that use carbonless paper
- Documents that use loose-leaf paper or any paper with holes in it
- Documents with paper clips or staples
- Documents with wet ink
- Fabrics, metallic sheets, Over Head Projector sheets
- Glossy or mirrored media
- Documents that exceed recommended media thicknesses

Receipt Carrier Sheet Recommendations

NOTE

Receipts Carrier Sheet is available depending on your country.

- Use the Receipt Carrier Sheet for a receipt only.
- Use the BR-Receipts application when using the Receipt Carrier Sheet (see *Scan Receipts Using BR-Receipts (Windows®)* on page 92 or *Scan Receipts Using BR-Receipts (Macintosh)* on page 104).
- You can fold the receipt in two places so that it overlaps and then insert it into the Receipt Carrier Sheet if the receipt is longer than the Receipt Carrier Sheet (see *Receipts* on page 38).
- To avoid document jams, do not load the Receipt Carrier Sheet upside down. Refer to the instructions printed on the Receipt Carrier Sheet itself for more information or see *Load Documents* on page 34.
- To avoid document jams, do not put several small documents into the Receipt Carrier Sheet at the same time. Insert only one document into the Receipt Carrier Sheet at a time.
- Do not write on the Receipt Carrier Sheet, as the writing may be seen in a scanned receipt. If the Receipt Carrier Sheet becomes dirty, wipe it with a dry cloth.
- Do not leave any receipt in the Receipt Carrier Sheet for extended periods of time, as the printing on the receipt may bleed-through onto the Receipt Carrier Sheet.

Unacceptable Receipts

- Receipts with paper clips or staples
- Receipts with wet ink

⚠ CAUTION

To avoid cutting yourself, do not slide or scrape your hand or fingers along the edge of the Receipt Carrier Sheet.

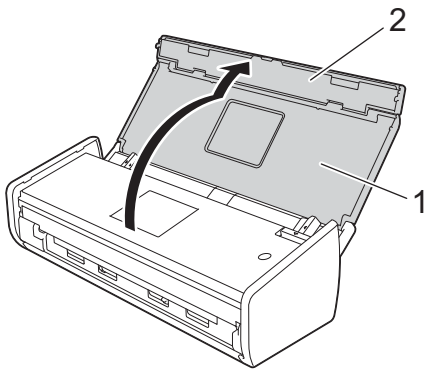
IMPORTANT

- To avoid warping, do not place the Receipt Carrier Sheet in direct sunlight or in an area subject to high temperatures and high humidity. Do not store the Receipt Carrier Sheet horizontally with a large object placed on top of it.
- To avoid damaging the Receipt Carrier Sheet, do not bend or pull it. If the Receipt Carrier Sheet becomes damaged, it may not be acceptable for scanning, and should not be used.

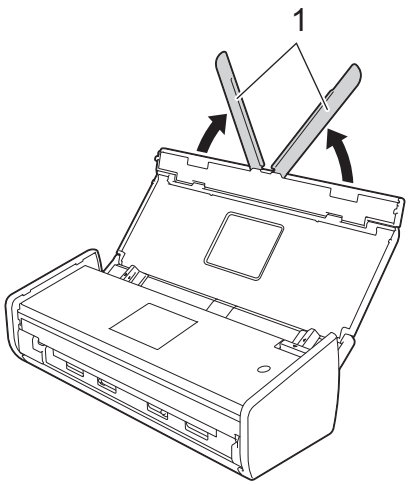
3 Scan Preparation

Set Up Your Scanner

1. Open the Top Cover (1) and push the flap of the Top Cover (2) firmly back until it clicks.



2. Lift the Document Support Arms (1).



Load Documents

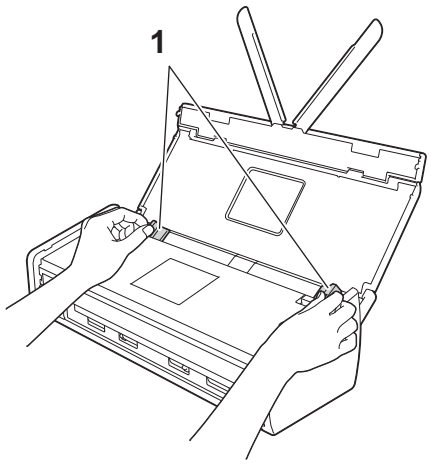
The document feeder can hold up to 20 pages and feeds each sheet individually. Use 20 lb (80 g/m^2) paper and always fan the pages before placing them in the document feeder.

IMPORTANT

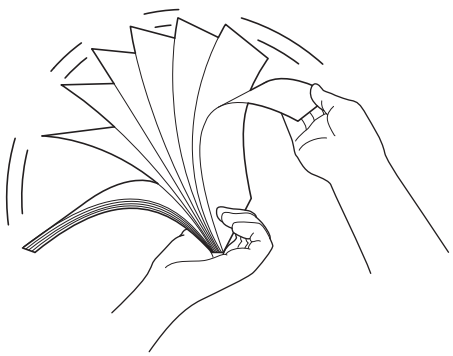
- Make sure documents with ink or correction fluid are completely dry.
- DO NOT pull on the document while it is feeding.
- DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper clipped, pasted or taped.
- DO NOT use cardboard or fabric.

Standard-size Documents

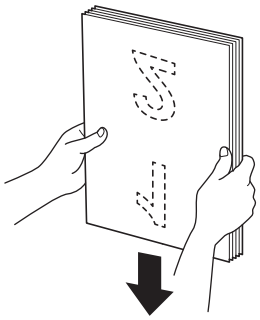
1. Adjust the Document Guides (1) to fit the width of your document.



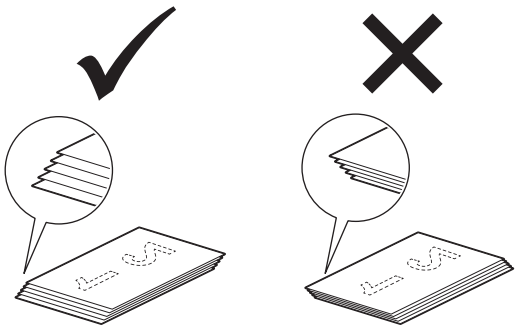
2. Fan the pages several times along both the long edge and the short edge.



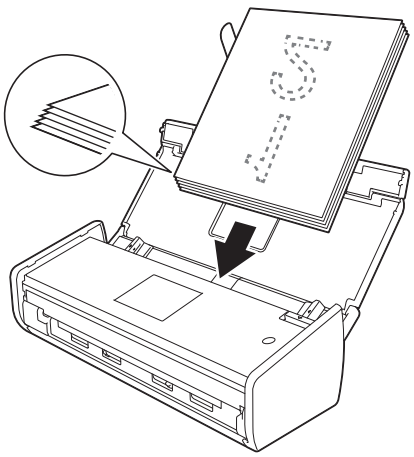
3 Align the edges of the pages.



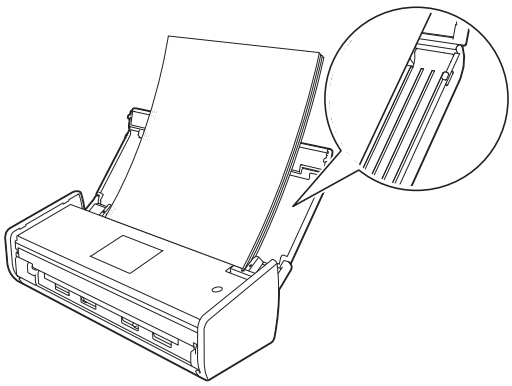
4 Position the pages so that the leading edges are aligned at a slight angle in the feed direction.



5 Place your document, **face down**, **top edge first** in the document feeder between the Guides until you feel it touch the inside of the machine gently.



6 Make sure that the side edges of the document are parallel to the grooves in the Top Cover, and then adjust the Guides to fit the width of the document again.

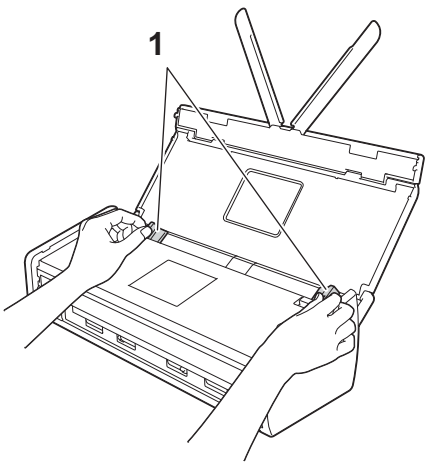


Business Cards

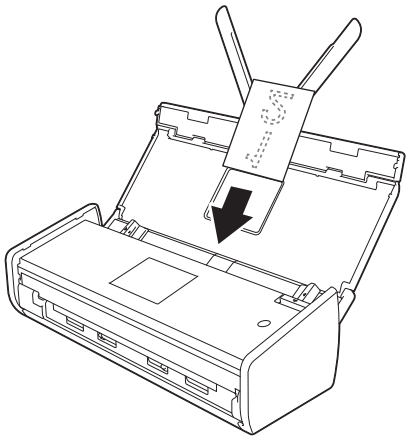
NOTE

Do not insert a business card into the Card Slot located at the back of the machine.

1 Adjust the Document Guides (1) to fit the width of your document.



2 Place your document, **face down** and **short side first** in the document feeder between the Guides until you feel it touch the inside of the machine.

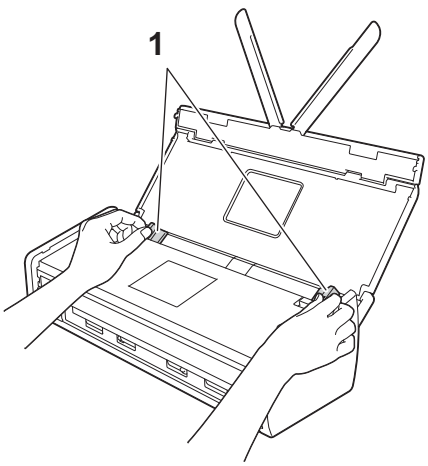


Documents Longer than Letter Size

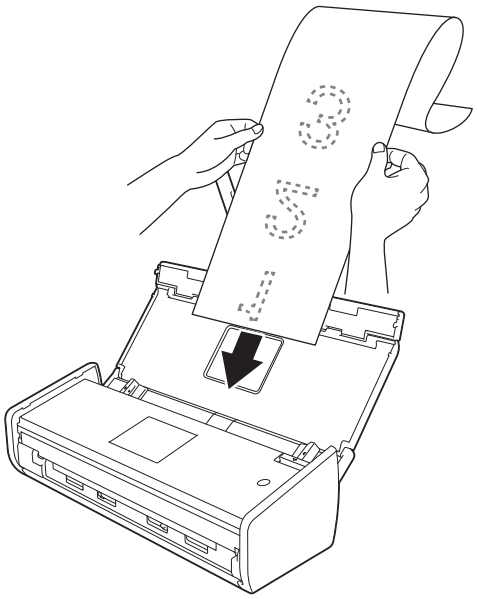
NOTE

- Load only one document at a time.
- Support the document with your hand if the document is longer than the Top Cover.

1 Adjust the Document Guides (1) to fit the width of your document.



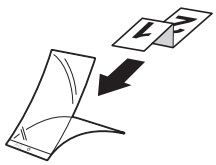
2 Place your document, **face down**, **top edge first** in the document feeder between the Guides until you feel it touch the inside of the machine.



Receipts

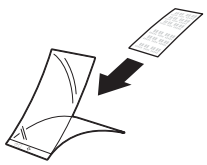
NOTE

- You can fold the receipt in two places so that it overlaps and then insert it into the Receipt Carrier Sheet if the receipt is longer than the Receipt Carrier Sheet.



- When the Receipt Carrier Sheet is scanned, the 30 mm glued portion at the leading edge of the sheet will be automatically deleted only when using BR-Receipts (see *Scan Receipts Using BR-Receipts (Windows®)* on page 92 or *Scan Receipts Using BR-Receipts (Macintosh)* on page 104).

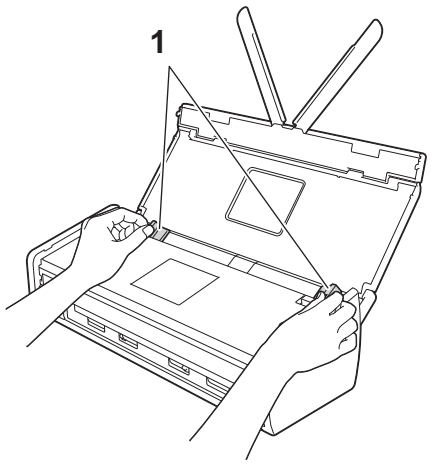
1 Insert the document into the Receipt Carrier Sheet.



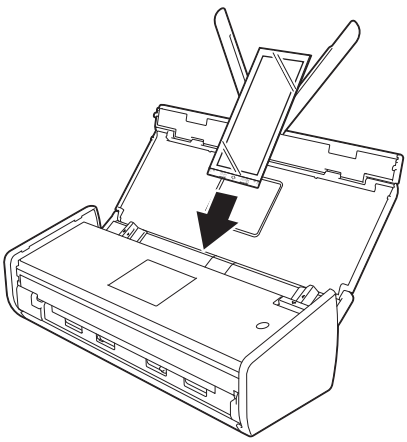
NOTE

Set the document in the center of the Receipt Carrier Sheet and align the top of the document with the top of the Receipt Carrier Sheet.

2 Adjust the Document Guides (1) to fit the width of the Receipt Carrier Sheet.



3 Place the Receipt Carrier Sheet in the document feeder between the Guides until you feel it touch the inside of the machine.

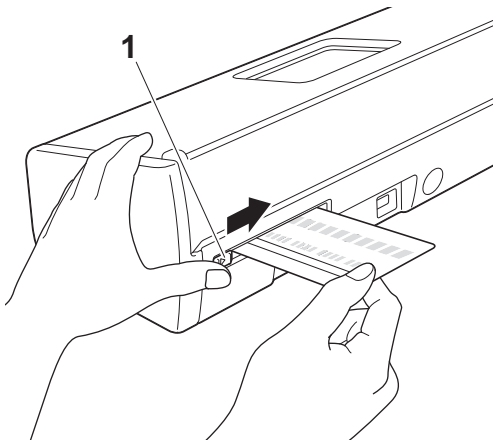


Plastic Cards

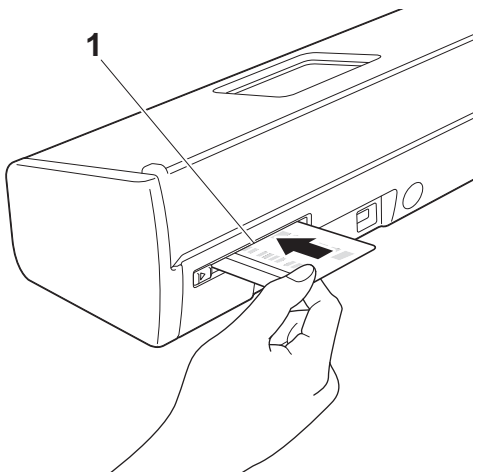
NOTE

- If the plastic card is embossed, insert the plastic card, the embossed side down, into the Card Slot.
- If the plastic card is not fed into the machine automatically, pull the plastic card out from the machine and load it into the document feeder as you would load a business card (see *Business Cards* on page 36).

1. Close the Top Cover if it is open.
2. Adjust the Card Slot Guide (1) located at the back of the machine to fit the width of the plastic card.



3. Insert the plastic card into the Card Slot (1). The card will be fed into the machine.



4 Prepare Your Network

Before Scanning

Before scanning, confirm the following:

- Make sure you have installed the Brother software (MFL-Pro Suite) by following the steps in the Quick Setup Guide.
- Make sure that the USB cable is physically secure.

Before Network Scanning

Network License (Windows®)

This product includes a computer license for up to two users.

This license supports the installation of the MFL-Pro Suite software including Nuance™ PaperPort™ 12SE on up to 2 computers on the network.

If you want to use more than 2 computers with Nuance™ PaperPort™ 12SE installed, buy the Brother NL-5 pack which is a multiple computer license agreement pack for up to 5 additional users. To buy the NL-5 pack, contact your Brother dealer.

Configure Network Scanning for Windows®

If you are using a different machine than the one that was originally registered to your computer during the installation of MFL-Pro Suite software, follow the steps below.

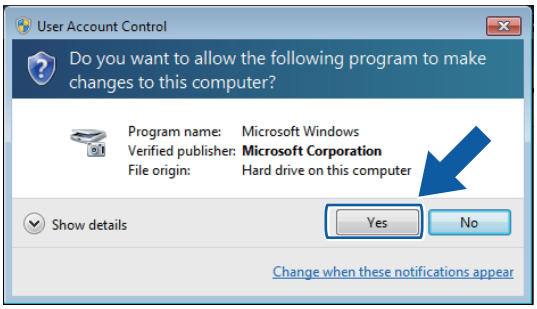
1. (Windows® XP)
   Click the **Start** button, **Control Panel**, **Printers and Other Hardware**, then **Scanners and Cameras** (or **Control Panel**, **Scanners and Cameras**).
   (Windows Vista®)
   Click the button, **Control Panel**, **Hardware and Sound**, then **Scanners and Cameras**.
   (Windows® 7)
   Click the button, **All Programs**, **Brother**, **ADS-XXXXX** (where XXXXX is your model name), **Scanner Settings**, then **Scanners and Cameras**.
   (Windows® 8)
   Click (**Brother Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **Scanners and Cameras**.
2. Do one of the following:
   - Windows® XP
     Right-click the Scanner Device icon and choose **Properties**.
     The Network Scanner Properties dialog box appears.
   - Windows Vista®, Windows® 7 and Windows® 8
     Click the **Properties** button.

NOTE

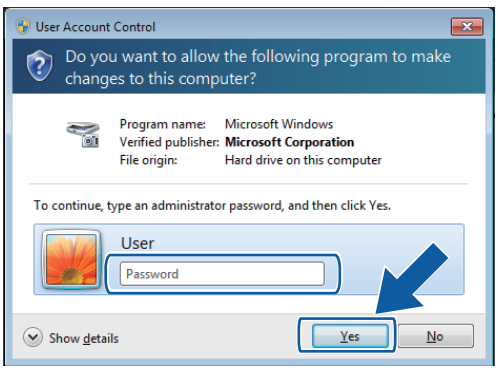
(Windows Vista®, Windows® 7 and Windows® 8)

If the **User Account Control** screen appears, do the following:

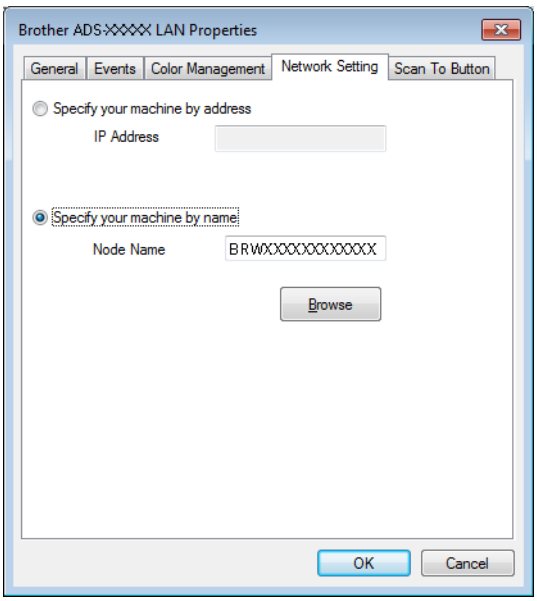
- For users who have administrator rights: Click **Continue** or **Yes**.



- For users who do not have administrator rights: Enter the administrator password and click **OK** or **Yes**.



3 Click the **Network Setting** tab and choose the appropriate connection method.



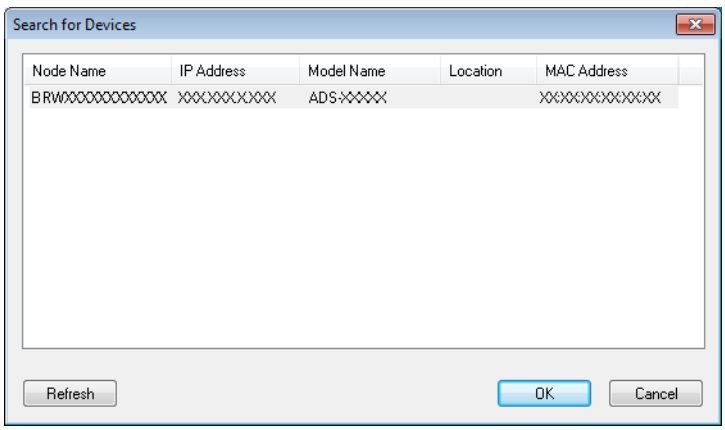
Specify your machine by address

Enter the IP address of the machine in **IP Address**, and then click **Apply** or **OK**.

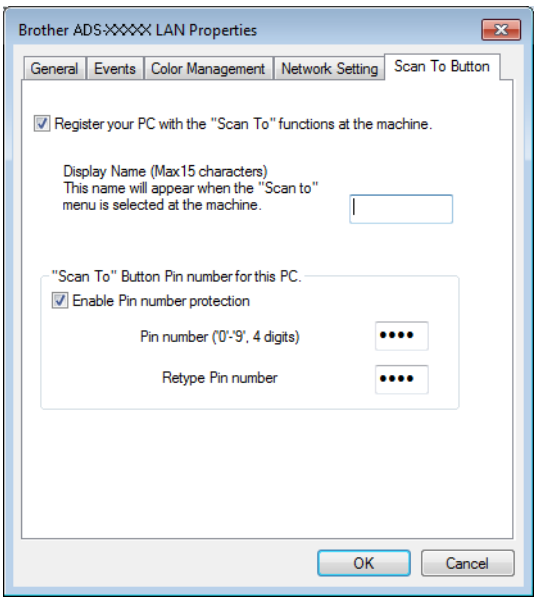
Specify your machine by name

1 Enter the machine node name in **Node Name**, or click **Browse** and choose the machine you want to use.

2 Click **OK**.



4 Click the **Scan To Button** tab and enter your computer name in the **Display Name** field. The **Destination** drop-down list in **Scan to Network Device** from the **Scan** tab in Web Base Management (ADS-1000W only) (see *Save Scanned Documents on Your Computer* on page 130) or on the LCD of the machine (ADS-1500W only) displays the name you enter. The default setting is your computer name. You can enter any name that you like.



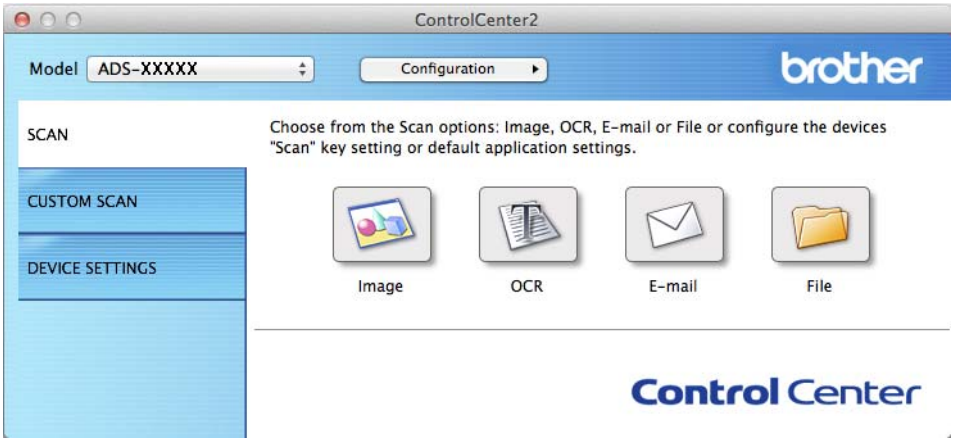
5 If you want to avoid receiving unwanted documents, enter a 4-digit PIN number in the **Pin number** and **Retype Pin number** field.
(ADS-1500W only)
To send data to a computer protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the computer.

Configure Network Scanning for Macintosh

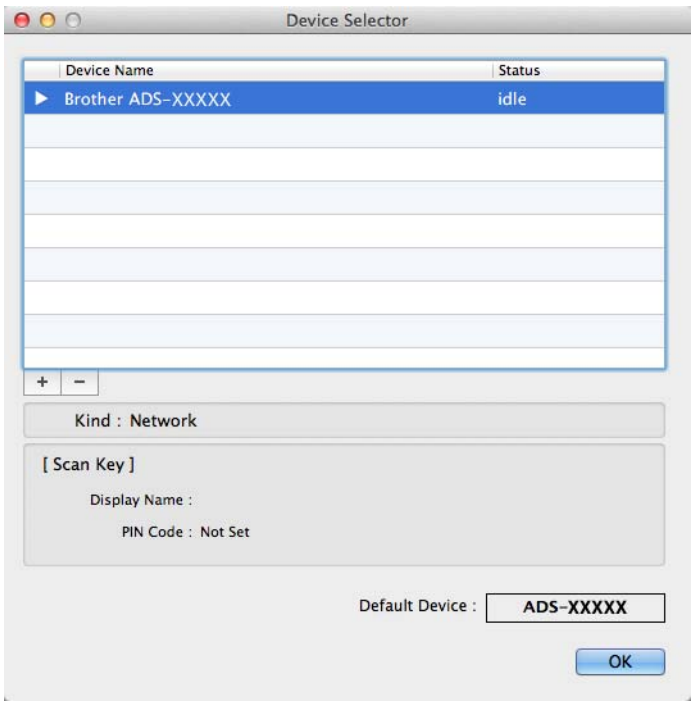
If you want to scan from the machine on a network, you must choose the networked machine in the Device Selector application from the **Model** drop-down list in the main screen of ControlCenter2. If you have already installed the MFL-Pro Suite software following the network installation steps in the Quick Setup Guide, this selection should already be made.

To use the machine as a network scanner, the machine must be configured with a TCP/IP address. You can set or change the address settings from the Control Panel.

1. Click the (ControlCenter2) icon in the Dock.
   The **ControlCenter2** window will appear.

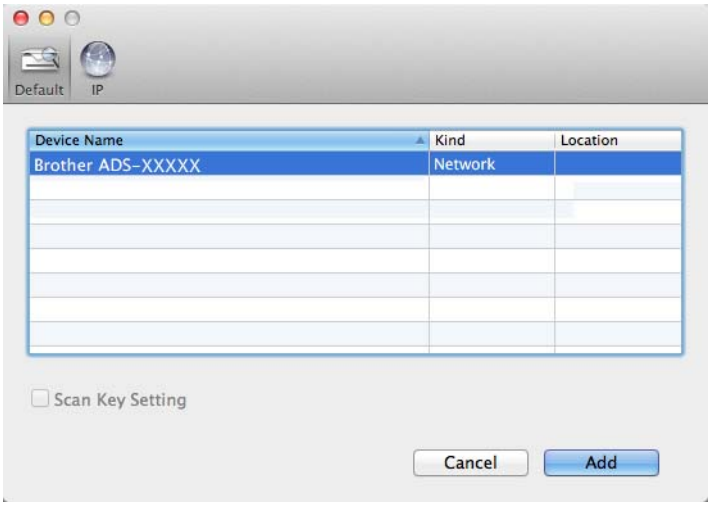


2. Select **Other** from the **Model** drop-down list.
   The **Device Selector** window will appear.



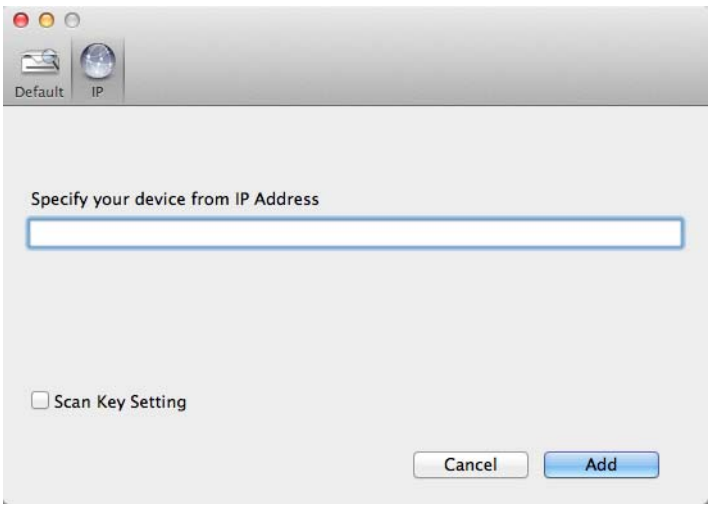
3. Click the **+** button. The setting window will appear.

4 Select your machine from the list and then click **Add**.



NOTE

You can also select your machine by entering the IP address. Click **IP** and then specify your machine by IP address. To change the IP address, enter the new IP address.



5 Click **Add**.

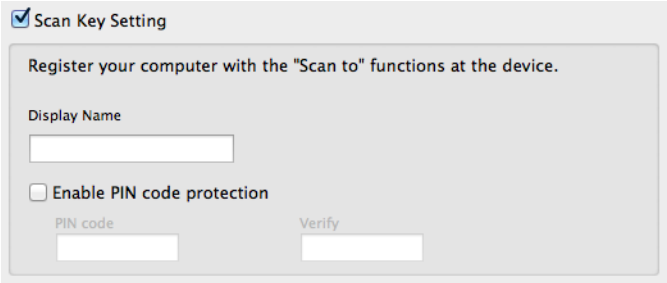
NOTE

Click the check box for **Scan Key Setting** and then configure the following:

- For Scan to PC (Network Connect) (ADS-1000W only) or scanning from the Control Panel of the machine (ADS-1500W only), click the check box for **Register your computer with the "Scan To" functions at the device**. Then enter the name you want to be displayed in the **Destination** drop-down list in **Scan to Network Device** from the **Scan** tab in Web Base Management (ADS-1000W only) (see *Save Scanned Documents on Your Computer* on page 130) or on the LCD of the machine (ADS-1500W only). You can use up to 15 characters.
- You can avoid receiving unwanted documents by setting a 4-digit PIN number. Enter your PIN code in the **PIN code** and **Verify** field.

  (ADS-1500W only)

  To send data to a computer protected by a PIN code, the LCD prompts you to enter the PIN code before the document can be scanned and sent to the machines.



Launch the BRAdmin Utility (Windows®)

If you have installed BRAdmin Light or BRAdmin Professional 3, the **BRAdmin** button lets you open the BRAdmin Light or BRAdmin Professional 3 utility.

The BRAdmin Light utility is designed for initial setup of the Brother network connected devices. It can also search for Brother products in a TCP/IP environment, view the status and configure basic network settings, such as the IP address. For information about installing BRAdmin Light from the supplied DVD-ROM, see the Network User's Guide.

If you require more advanced machine management, use the latest version of BRAdmin Professional 3 utility that is available as a download from http://solutions.brother.com/

1. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu.
   The **ControlCenter4** window will appear.
2. Select the **Device Settings** tab.
3. Click **BRAdmin**. The BRAdmin Light or BRAdmin Professional 3 utility dialog box will appear.

NOTE

If you have installed both BRAdmin Light and BRAdmin Professional, ControlCenter4 will launch BRAdmin Professional 3.

5 Scan Using Your Computer

Change the User Interface of ControlCenter4 (Windows®)

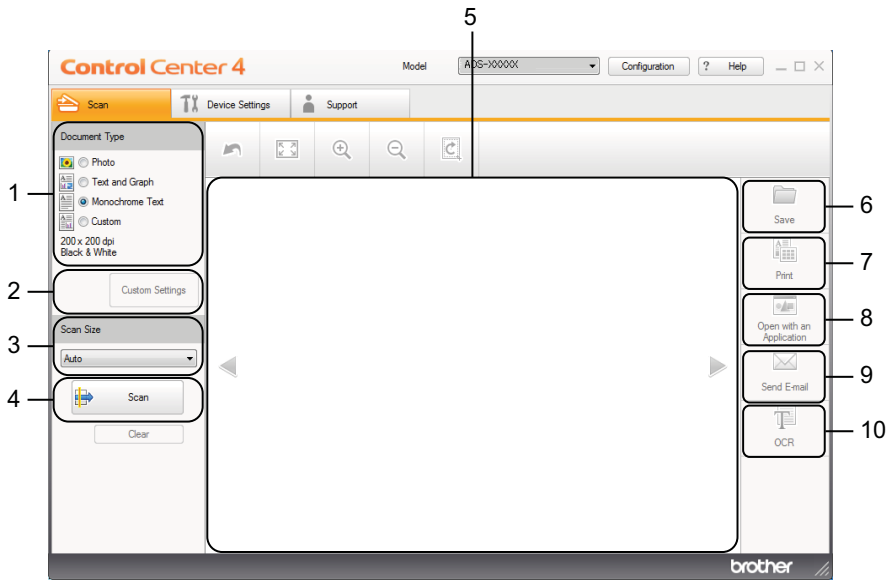
ControlCenter4 is a software utility that lets you quickly and easily access your often used applications. Using ControlCenter4 eliminates the need to manually launch specific applications.

ControlCenter4 also controls the settings for the 1, 2 (when used for the Scan to PC function with network connection only for ADS-1000W), (for ADS-1000W), or `to PC` button (for ADS-1500W) on your Brother machine. For information about how to configure the settings for the 1, 2 (when used for the Scan to PC function with network connection only for ADS-1000W), (for ADS-1000W), or `to PC` button (for ADS-1500W) on the machine, see *Change Scan to PC Settings (Windows®)* on page 150.

ControlCenter4 has two operation modes: **Home Mode** and **Advanced Mode**. You can change the mode at any time.

■ Home Mode

Lets you access your machine's main functions easily. You can intuitively use the functions without any settings.



1 Document Type option
Lets you select a document type.

2 Custom Settings button
Lets you configure scan settings.

3 Scan Size drop-down list
Lets you select a scan size.

4 Scan button

Lets you start scanning.

5 Image viewer

Displays a scanned image.

6 Save button

Lets you save a scanned image to a folder on your hard disk in one of the file types shown in the file type list.

7 Print button

Prints the scanned document on your printer.

8 Open with an Application button

Lets you scan an image directly into your graphics application for image editing.

9 Send E-mail button

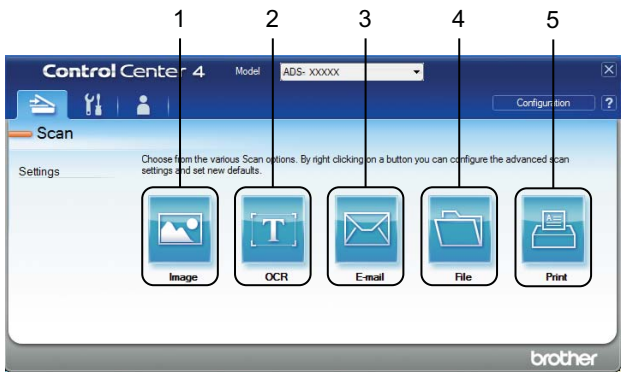
Lets you scan a document to your default E-mail application.

10 OCR button

Lets you scan a document and convert it to text.

■ Advanced Mode

Gives you more control over the details of your machine's functions. You can also customize one-button scan actions to meet your scanning needs.



1 Image button

Lets you scan a document directly into any graphic viewer/editor application.

2 OCR button

Lets you scan a document and convert it to text.

3 E-mail button

Lets you scan a document to your default E-mail application.

4 File button

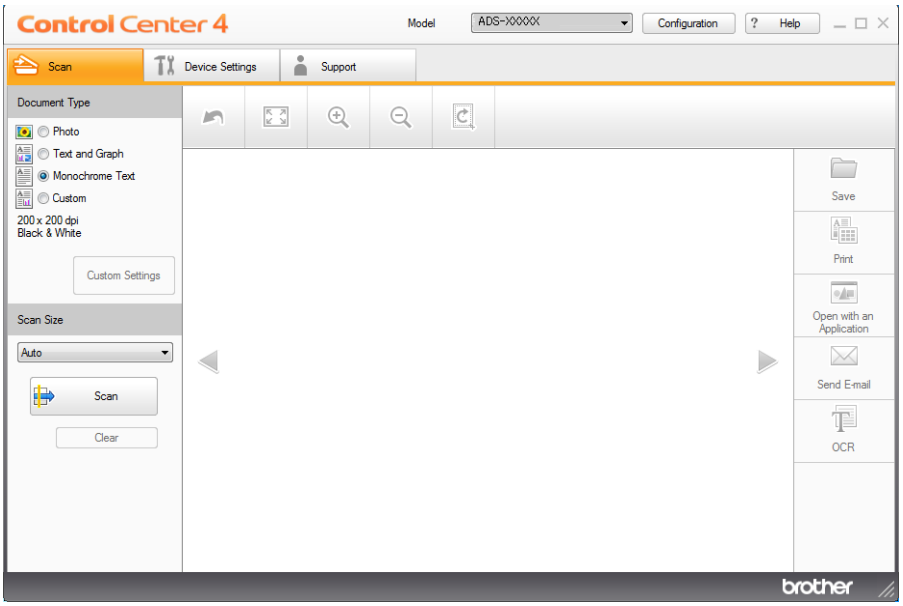
Lets you save a scanned image to a folder on your hard disk in one of the file types shown in the file type list.

5 Print button

Prints the scanned document on your printer.

To change the operation mode, perform the following steps.

1. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.



NOTE

If the icon is not displayed in the task tray, do one of the following:

- (Windows® XP, Windows Vista® and Windows® 7 users)

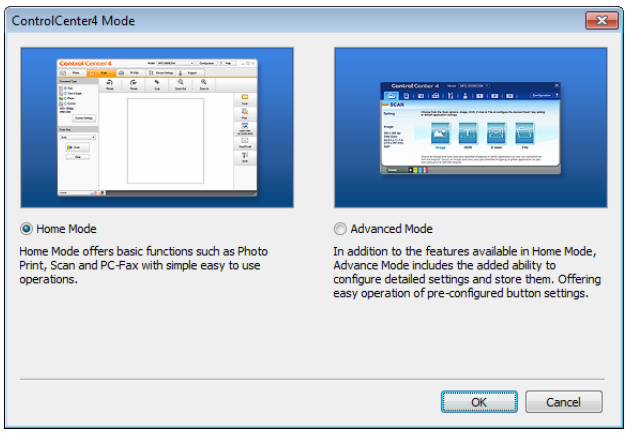
  Click (**Start**), **All Programs**, **Brother**, **ADS-XXXXX** (where XXXXX is your model name) and then **ControlCenter4**.

- (Windows® 8 users)

  Click (**Brother Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.

2. Click **Configuration** and then select **Mode Select**.

3 Select **Home Mode** or **Advanced Mode** in the mode dialog box.



Scan Using ControlCenter4 in Home Mode (Windows®)

There are five scan options: **Save**, **Print**, **Open with an Application**, **Send E-mail** and **OCR**.

This section briefly introduces the **Scan** tab function. For more details of each function, click (**Help**).

Basic Scan

1. Configure the settings in the PC Scan setting area.
2. Click (**Scan**).
3. Confirm and edit (if necessary) the scanned image in the image viewer.
4. Click (**Save**), (**Print**), (**Open with an Application**), (**Send E-mail**) or (**OCR**).
5. Do one of the following:

   ■ For (**Save**)

   Select your **Destination Folder** and other settings. Click **OK**.

   The image will be saved in your chosen folder.

   ■ For (**Print**)

   Select your printer from the drop-down list, configure the printer settings, and then click **OK**.

   The scanned document will print.

   ■ For (**Open with an Application**)

   Select the application from the drop-down list and then click **OK**.

   The image will appear in the application you have chosen.

NOTE

If you have installed the EVERNOTE application in your computer, you can select EVERNOTE from the drop-down and then click **OK** to upload the scanned data to EVERNOTE directly.

   ■ For (**Send E-mail**)

   Configure the attached file settings and then click **OK**.

   Your default E-mail application will open and the image will be attached to a new E-mail.

   ■ For (**OCR**)

   Configure the OCR settings and then click **OK**.

   The application you have chosen will open with the converted text data.

Scan Plastic Cards

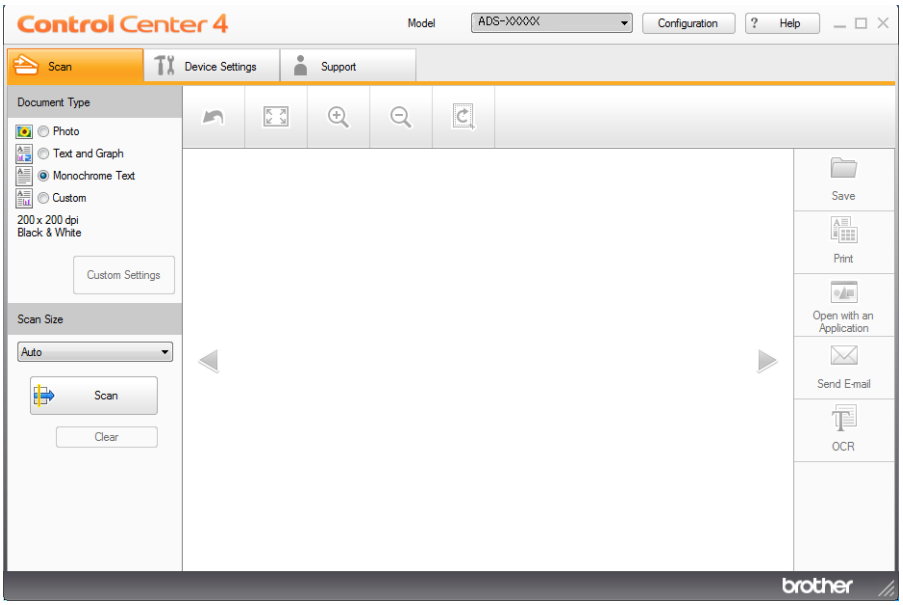
1. Load a plastic card (see *Plastic Cards* on page 40).

NOTE

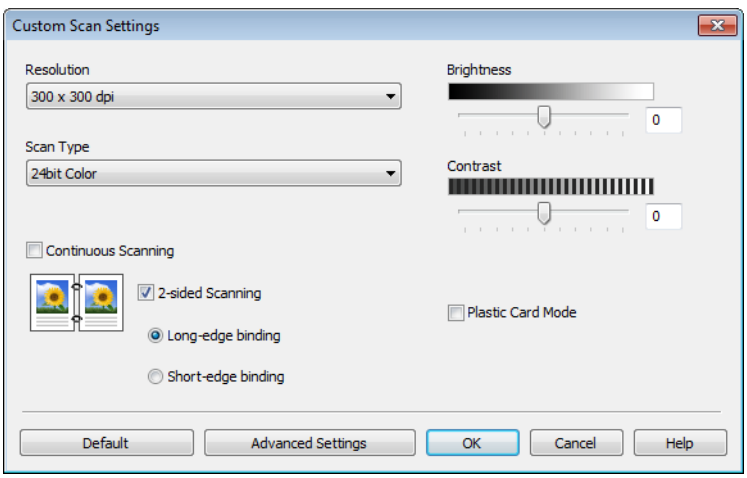
Load only one plastic card at a time.

2. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

3. Select the **Scan** tab.



4. Select **Custom** in the **Document Type** option and then click the **Custom Settings** button. The **Custom Scan Settings** dialog box will appear.



5 Check the **Plastic Card Mode** check box.

6 Configure other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).

7 Click **OK**.

8 Click the (**Scan**) button. The machine starts scanning, and then the **Scanning Completed** dialog box will appear and display the number of scanned pages. The scanned image appears in the image viewer.

NOTE

If the **Scanning Completed** dialog box does not appear and you want to display the number of scanned pages, check the **Display Scanning Results** check box.

9 Do one of the following:

- Click the (**Save**) button to save the scanned data. See *Basic Scan* on page 53.
- Click the (**Print**) button to print the scanned data. See *Basic Scan* on page 53.
- Click the (**Open with an Application**) button to open the scanned data in another application. See *Basic Scan* on page 53.
- Click the (**Send E-mail**) button to attach the scanned data to an E-mail. See *Basic Scan* on page 53.
- Click the (**OCR**) button to scan to an editable text file. See *Basic Scan* on page 53.

NOTE

Plastic Card Mode automatically uses these settings:

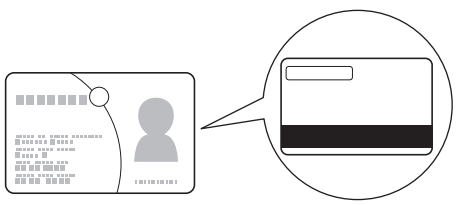
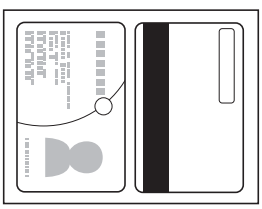
Resolution: **600 x 600 dpi**

Scan Size: 2 in 1 (Auto)

2-sided Scanning: On (**Short-edge binding**)

Auto Deskew: On

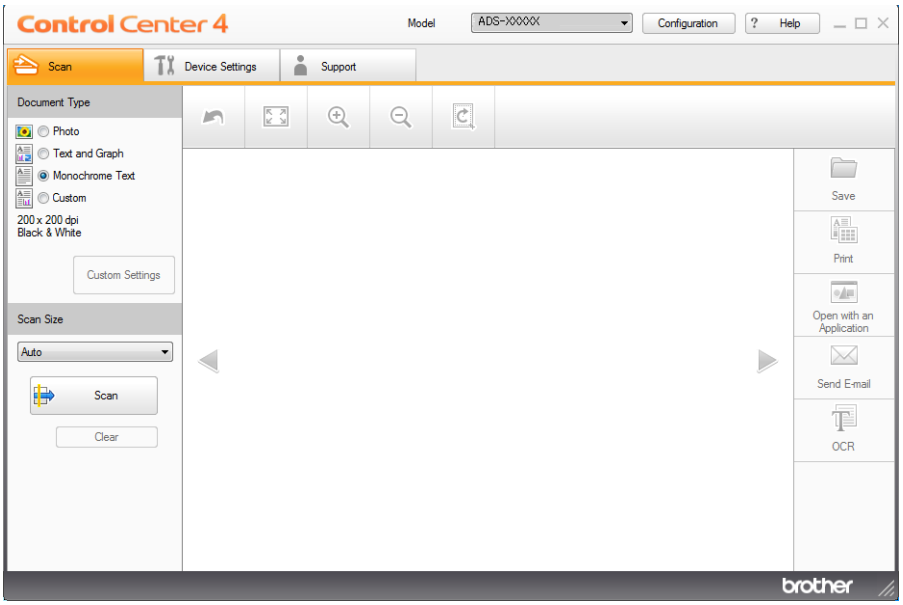
Auto Image Rotation: Off

Original Layout	Scan Result
	

Scan to an Office File

Your machine can convert scanned data to a Microsoft® Word file or a Microsoft® PowerPoint® file. In order to use this feature, your Brother machine must be connected to a network that has access to the Internet through a wireless connection.

1. Load your document (see *Standard-size Documents* on page 34).
2. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.
3. Select the **Scan** tab.



4. Select the document type.
5. Change the size of your document, if needed.
6. Configure other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).
7. Click the (**Scan**) button. The machine starts scanning, and then the **Scanning Completed** dialog box will appear and display the number of scanned pages. The scanned image appears in the image viewer.

NOTE

If the **Scanning Completed** dialog box does not appear and you want to display the number of scanned pages, check the **Display Scanning Results** check box.

8. Click (**Save**) or (**Send E-mail**). The setting dialog box will appear.

9 Click the **File Type** drop-down list, and then select the **Microsoft Office Word(*.docx)** or **Microsoft Office PowerPoint (*.pptx)** option.

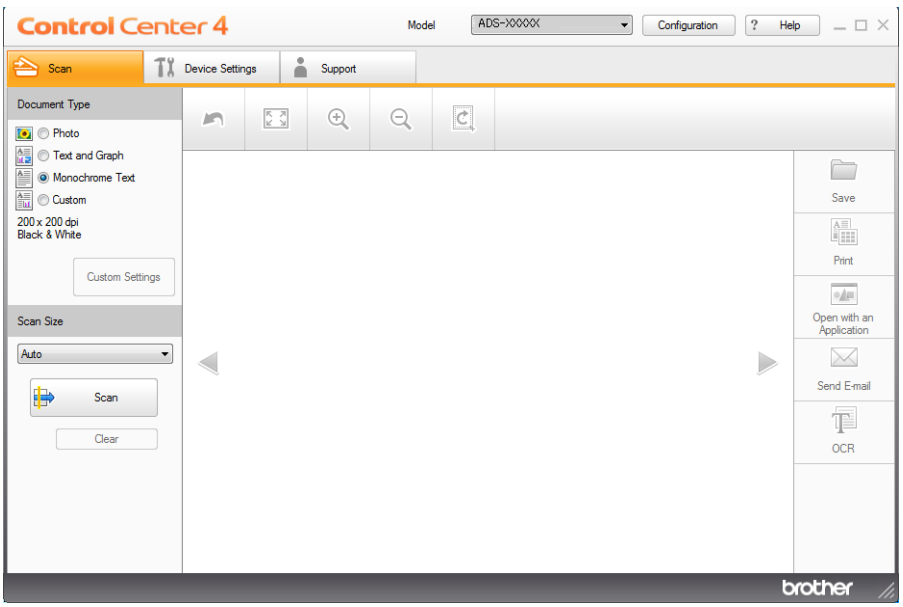
10 Click **OK**. If a message dialog box regarding the Internet connection appears, read the information and click **OK**.

Scan Business Cards

1 Load your document (see *Business Cards* on page 36).

2 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

3 Select the **Scan** tab.



4 Select the document type.

5 Select **Business Card** from the **Scan Size** drop-down list.

6 Configure other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).

7 Click the  (**Scan**) button. The machine starts scanning, and then the **Scanning Completed** dialog box will appear and display the number of scanned pages. The scanned image appears in the image viewer.

NOTE

If the **Scanning Completed** dialog box does not appear and you want to display the number of scanned pages, check the **Display Scanning Results** check box.

8 Click  (**Open with an Application**). The **Open with an Application** dialog box will appear.

9 Select **BizCard MFC Application** from the **Target Application** drop-down list and then click **OK**. The scanned data will be opened in the BizCard 6 application.

10 Edit and save the scanned date using BizCard 6.

Scan Using ControlCenter4 in Advanced Mode (Windows®)

There are five scan options: **Image**, **OCR**, **E-mail**, **File** and **Print**.

This section briefly introduces the **Scan** tab function. For more details of each function, click (**Help**).

Basic Scan

1. Select the **Scan** tab.
2. Click (**Image**), (**OCR**), (**E-mail**), (**File**) or (**Print**). The Scan Settings dialog box appears.
3. Do one of the following:

   ■ For (**Image**)

   Select the application from the drop-down list and click **Scan**.

   The image will appear in the application you have chosen.

NOTE

If you have installed the EVERNOTE application in your computer, you can select EVERNOTE from the drop-down and then click **OK** to upload the scanned data to EVERNOTE directly.

   ■ For (**OCR**)

   Configure the OCR settings and click **Scan**.

   The application you have chosen will open with the converted text data.

   ■ For (**E-mail**)

   Configure the attached file settings and click **Scan**.

   Your default E-mail application will open and the image will be attached to a new E-mail.

   ■ For (**File**)

   Select your **Destination Folder** and other settings. Click **Scan**.

   The image will be saved in your chosen folder.

   ■ For (**Print**)

   Select your printer from the drop-down list, configure the printer settings, and then click **Scan**.

   The scanned document will print.

Change the Default Settings of Each Button

You can change the default settings of the (**Image**), (**OCR**), (**E-mail**), (**File**) and (**Print**) buttons.

1. Right-click the button that you want to configure and click **Button settings**. The settings dialog box will appear.
2. Choose the settings for **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Brightness**, **Contrast**, **Continuous Scanning** and **2-sided Scanning** as needed.
3. Click **OK**. The new settings will be used as the default settings.

Scan Plastic Cards

1. Load a plastic card (see *Plastic Cards* on page 40).

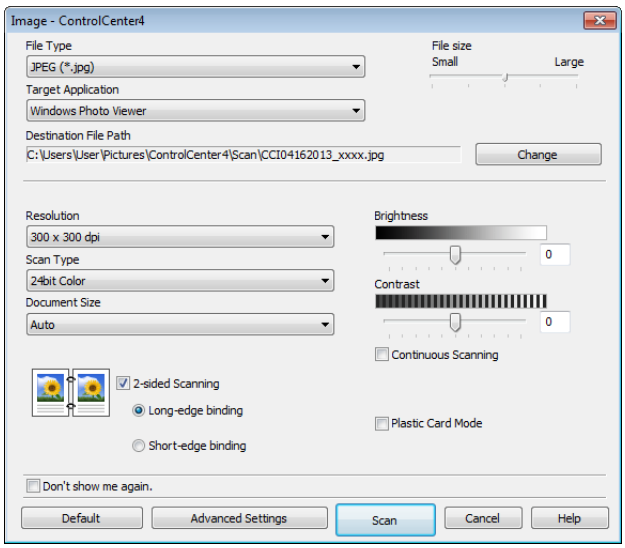
NOTE

Load only one plastic card at a time.

2. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.
3. Select the **Scan** tab.



4 Click the button you want to use ((**Image**), (**OCR**), (**E-mail**), (**File**) or (**Print**)). The setting dialog box will appear (the example below uses **Image**).



5 Check the **Plastic Card Mode** check box.

6 Change other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).

7 Click the **Scan** button.
The machine starts scanning.

NOTE

- Check the **Don't show me again.** check box not to show the setting dialog box again.
- **Plastic Card Mode** automatically uses these settings:

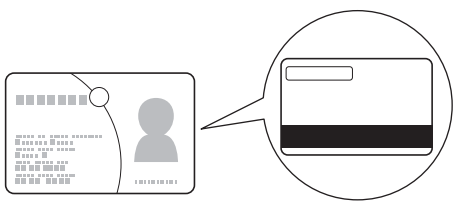
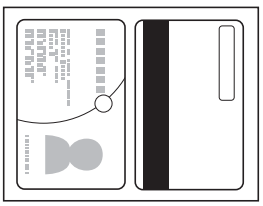
  Resolution: **600 x 600 dpi**

  Document Size: 2 in 1 (Auto)

  2-sided Scanning: On (**Short-edge binding**)

  Auto Deskew: On

  Auto Image Rotation: Off

Original Layout	Scan Result
	

Scan to an Office File

Your machine can convert scanned data to a Microsoft® Word file or a Microsoft® PowerPoint® file. In order to use this feature, your Brother machine must be connected to a network that has access to the Internet through a wireless connection.

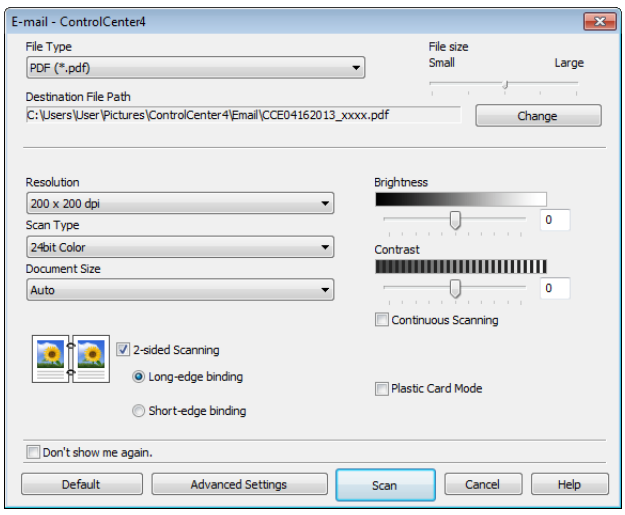
1. Load your document (see *Standard-size Documents* on page 34).

2. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu.
   The **ControlCenter4** window will appear.

3. Select the **Scan** tab.



4. Click (**E-mail**) or (**File**). The setting dialog box will appear (the example below uses **E-mail**).



5. Click the **File Type** drop-down list, and then select the **Microsoft Office Word(*.docx)** or **Microsoft Office PowerPoint (*.pptx)** option.

6. Change other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).

7 Click **Scan**. If a message dialog box regarding the Internet connection appears, read the information and click **OK**.

Scan Business Cards

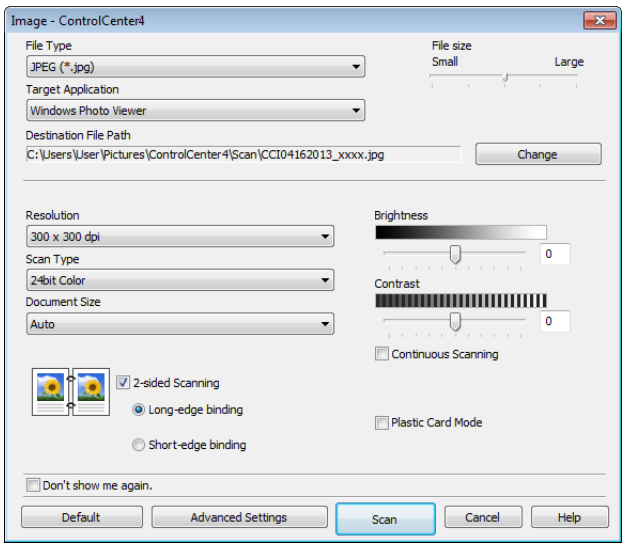
1 Load your document (see *Business Cards* on page 36).

2 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

3 Select the **Scan** tab.



4 Click (**Image**). The setting dialog box will appear.



5 Select **BizCard MFC Application** from the **Target Application** drop-down list.

6 Change other settings if needed (see *Change Scan Settings (ControlCenter4) (Windows®)* on page 67).

7 Click **Scan**. The scanned data will be opened in the BizCard 6 application.

8 Edit and save the scanned date using BizCard 6.

Create a Custom Tab (ControlCenter4 Advanced Mode) (Windows®)

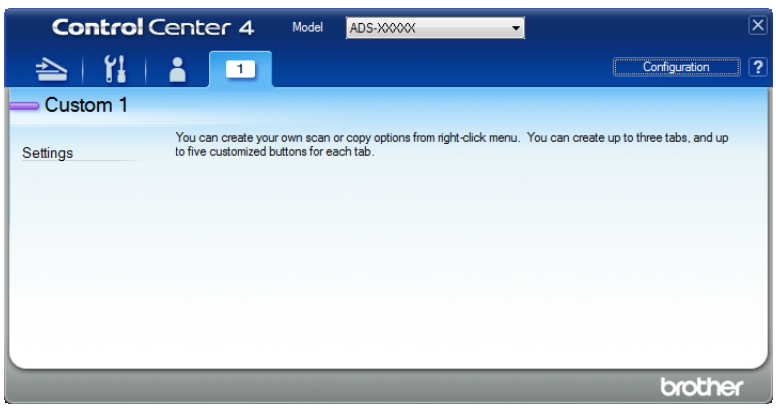
You can create up to three customized tabs that include up to five customized buttons with your preferred settings.

Create a Custom Tab

1. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.



2. Click **Configuration** and then select **Create custom tab**. You can also create a custom tab by right-clicking the tab area and selecting **Create custom tab**. A custom tab will be created.



3. If you want to change the name of custom tab, right-click the custom tab and select **Rename custom tab**.

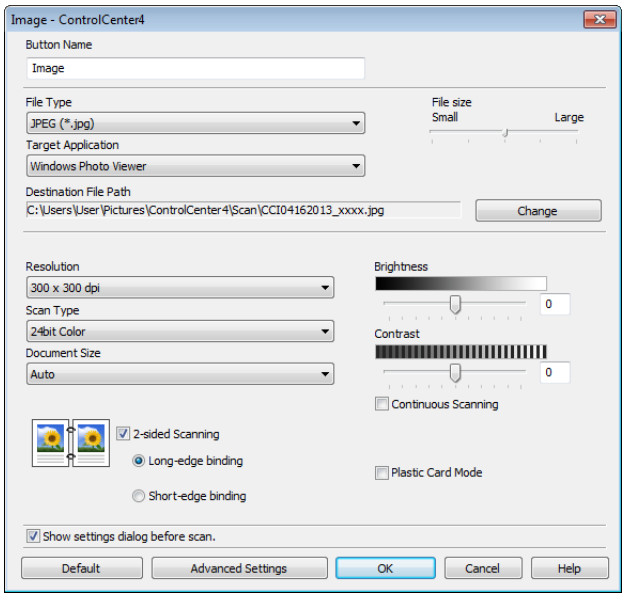
NOTE

You can also change the name of the custom tab by clicking **Configuration** and then **Rename custom tab**.

Create a Custom Button in Custom Tab

1. Create a Custom tab.

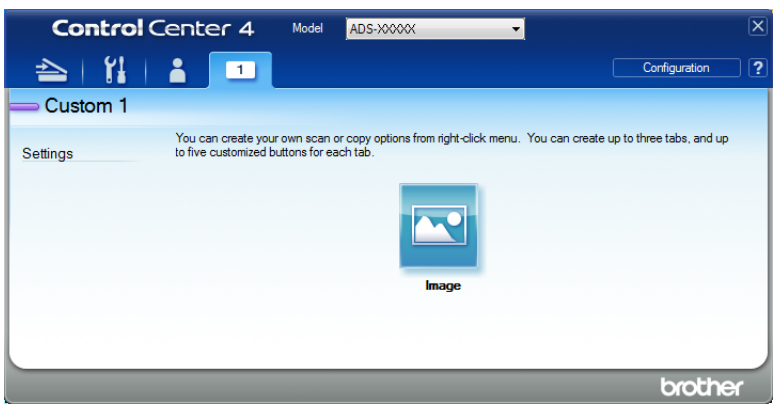
2. Right-click the area inside the tab and select **Create custom button**. Select a button you want to create from the menu. The settings dialog box will appear.



NOTE

You can also copy a custom button by selecting **Copy custom button** from the right-click context menu.

3. Enter the button name and change the settings if needed. Click the **OK** button.
(The setting options vary depending on the button you created.)



NOTE

You can change or remove the tab, button or settings you created. Click **Configuration** and continue as prompted.

Change Scan Settings (ControlCenter4) (Windows®)

The following settings can be changed.

Setting	Description	Applicable Feature				
		Image	OCR	E-mail	File	Print
File Type	Select the file type you want to use for the scanned data. **NOTE** • To save the document as a password-protected PDF, select **Secure PDF (*.pdf)** from the **File Type** drop-down list, click the (**Set PDF Password**) button, and enter the password (Image, E-mail and File only). • Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for. • To save the document as a searchable PDF, select **Searchable PDF (*.pdf)** from the **File Type** drop-down list. • To save the document as a searchable PDF, Nuance™ PaperPort™ 12SE must be installed on your computer. • To save the document as a high compression PDF, select **300 x 300 dpi** from the **Resolution** drop-down list, **High Compression PDF (*.pdf)** from the **File Type** drop-down list and **True Gray** or **24bit Color** from the **Scan Type** drop-down list.	Yes	Yes	Yes	Yes	-
Target Application	Select the destination application including Nuance™ PaperPort™ 12SE, Presto! BizCard 6, BR-Receipts and EVERNOTE from the drop-down list.	Yes	Yes	-	-	-
OCR Language	Set to match the language of the scanned document's text.	-	Yes	-	-	-
Printer Name	Select the printer you want to use to print the scanned data.	-	-	-	-	Yes
File Name	Click the **Change** button for **Image**, **OCR** or **E-mail**. Enter a prefix for the file name if needed.	Yes	Yes	Yes	Yes	-
Print Options	Click the **Print Options** button to configure the printer settings.	-	-	-	-	Yes
Show Save As Window	If you want to specify the destination of the scanned image every time you scan, check the **Show Save As Window** check box.	-	-	-	Yes	-

Setting	Description	Applicable Feature				
		Image	OCR	E-mail	File	Print
Destination File Path	Click the **Change** button and then the folder icon to change the folder you would like to save your scanned document to.	Yes	Yes	Yes	-	-
Destination Folder	Click the folder icon and browse to the folder you would like to save your scanned document to. Check **Show Folder** to automatically display the destination folder after scanning.	-	-	-	Yes	-
File size	You can adjust the **File size** by moving the slider to the right or left. **NOTE** **File size** can be adjusted depending on your selected **File Type**.	Yes	-	Yes	Yes	-
Resolution	You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.	Yes	Yes	Yes	Yes	Yes
Scan Type	Lets you select several color depth options for scanned images. **Black & White** Use for text or line art images. **Gray (Error Diffusion)** Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.) **True Gray** Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray. **24bit Color** Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time. **Auto** Automatically selects suitable colors for your document. [1]	Yes	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature				
		Image	OCR	E-mail	File	Print
Document Size	Document size is set to **Auto** by default. You can scan documents of any size without making any adjustments to **Document Size**. [1] For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. **NOTE** • If you select a 1 to 2 document size, the scanned image will be divided into two documents that are half the size of the setting. If you select **1 to 2 (A4)**, the scanned image will be divided into two 5.8 × 8.3 in. documents. • To do 1 to 2 scanning, uncheck the **Auto Image Rotation** check box in the **Advanced Settings** dialog box. • If you select a 2 in 1 document size, two scanned images will be combined into one document. • You can select **Long Paper** when you configure the settings as following: • **Auto Deskew**: Off • **2-sided Scanning**: Off • Each **Long Paper** option can scan a large document up to following: **Long Paper (Normal Width) 8 1/2 in (215.9 mm)**: 8 1/2 × 34.0 in. (215.9 × 863.0 mm) **Long Paper (Narrow Width) 4 1/4 in (107.9 mm)**: 4 1/4 × 34.0 in. (107.9 × 863.0 mm)	Yes	Yes	Yes	Yes	Yes
Brightness	Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.	Yes	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature				
		Image	OCR	E-mail	File	Print
Contrast	Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**. **NOTE** The **Contrast** setting is only available when setting **Scan Type** to **Auto**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.	Yes	Yes	Yes	Yes	Yes
Continuous Scanning	Lets you scan multiple pages. After the page is scanned, you can select to continue scanning or finish. Using this method, you can scan more pages than the maximum capacity of the document feeder.	Yes	Yes	Yes	Yes	Yes
2-sided Scanning	If you check this box, the machine scans both sides of the document. When using the automatic 2-sided (duplex) scan feature, you must select **Long-edge binding** or **Short-edge binding** depending on the layout of your original to make sure that the data file created appears correctly in the scanned document. **NOTE** The 2-sided (duplex) scanning feature is available with lengths up to Legal size.	Yes	Yes	Yes	Yes	Yes
Plastic Card Mode	Lets you scan cards, such as driver's licenses or insurance cards, using these automatic settings: ■ **Resolution**: **600 x 600 dpi** ■ **Document Size**: 2 in 1 (Auto) ■ **2-sided Scanning**: On (**Short-edge binding**) ■ **Auto Deskew**: On ■ **Auto Image Rotation**: Off **NOTE** • If you want to scan a plastic card with different settings, set **Plastic Card Mode** to off and **Resolution** to 600 dpi. • Load only one plastic card at a time.	Yes	Yes	Yes	Yes	Yes
Default	Restore all settings to their factory default values.	Yes	Yes	Yes	Yes	Yes

You can configure more settings in the **Advanced Settings** dialog box. Click the **Advanced Settings** button.

Setting	Description	Applicable Feature				
		Image	OCR	E-mail	File	Print
Auto Deskew	Corrects the skew (within 5 degrees) of the scanned data. [1]	Yes	Yes	Yes	Yes	Yes
Auto Image Rotation	Changes the direction of the document based on the text orientation. [1]	Yes	Yes	Yes	Yes	Yes
Bleed Through Prevention/ Remove Background Color	Prevents the Bleed Through phenomenon on a two-sided document, and also allows you to remove the base color of documents such as newspapers to make the scanned data more recognizable. [1]	Yes	Yes	Yes	Yes	Yes
Skip Blank Page	Removes blank pages of the document from the scanning results. [1]	Yes	Yes	Yes	Yes	Yes
Display Scanning Results	Shows the numbers of total pages saved and blank pages skipped on your computer screen.	Yes	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Scan Using ControlCenter2 (Macintosh)

ControlCenter2 is a software utility that lets you quickly and easily access your often used applications. Using ControlCenter2 eliminates the need to manually launch specific applications.

There are four scan buttons for the **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File** features.

- **Image** *(Default: Apple Preview)*

  Lets you scan a page directly into any graphic viewer/editor application. You can choose the destination application, such as Adobe® Photoshop® or any kind of image editing application on your computer.

- **OCR** *(Default: Apple TextEdit)*

  Lets you scan a page or document, automatically run the OCR application and put text (not a graphic image) into a word processing application. You can choose the target word processing application, such as Microsoft® Word or any word processing application on your computer. You must install Presto! PageManager on your computer. For installation information see *Scan Using Presto! PageManager or TWAIN Applications (Macintosh)* on page 105.

- **E-mail** *(Default: your default E-mail software)*

  Lets you scan a page or document directly into an E-mail application as a standard attachment. You can choose the file type and resolution for the attachment.

- **File**

  Lets you scan directly to a disk file. You can change the file type and destination folder, as needed.

ControlCenter2 gives you the ability to configure the hardware 

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(when used for the Scan to PC function with network connection only for ADS-1000W),  (for ADS-1000W), or `to PC` button (for ADS-1500W) on your machine and the ControlCenter2 software button for each scan feature. To configure the hardware 

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(when used for the Scan to PC function with network connection only for ADS-1000W),  (for ADS-1000W), or `to PC` button (for ADS-1500W) on your machine choose the **Device Button** tab in the configuration menu for each of the **SCAN** buttons. To configure the software button in ControlCenter2 choose the **Software Button** tab in the configuration menu for each of the **SCAN** buttons.

To start ControlCenter2, click the  (ControlCenter2) icon in the Dock.



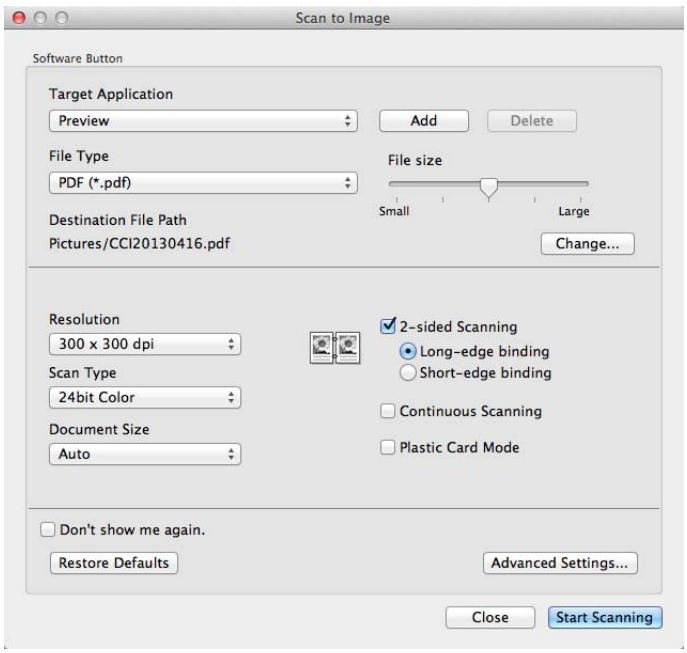
If the  (ControlCenter2) icon is not displayed in the Dock, click **Go** from the **Finder** menu bar, **Applications**, **Brother**, and then double-click the  (ControlCenter2) icon. The  (ControlCenter2) icon will appear in the Dock.

Image (example: Apple Preview)

The **Scan to Image** feature lets you scan an image directly into your graphics application for image editing.

1. Select the **SCAN** tab.

2. Click  (**Image**).
   The **Scan to Image** dialog box will appear.



3. You can configure the scan settings.
   - To scan a 2-sided document, check the **2-sided Scanning** check box and choose **Long-edge binding** or **Short-edge binding**.
   - To change the application that you want to use, choose the appropriate application from the **Target Application** pop-up menu. You can add an application to the list by clicking **Add**. If you want to delete an application, click **Delete**.

4. Click **Start Scanning**.
   Your default application will start and display the image.

NOTE

If you choose **Secure PDF (*.pdf)** from the **File Type** list, the **Set PDF Password** dialog box will appear. Enter your password in the **Password** and **Re-type Password** boxes, and then click **OK**. You can also choose **Secure PDF (*.pdf)** for **Scan to E-mail** and **Scan to File**.

OCR (word processing application)

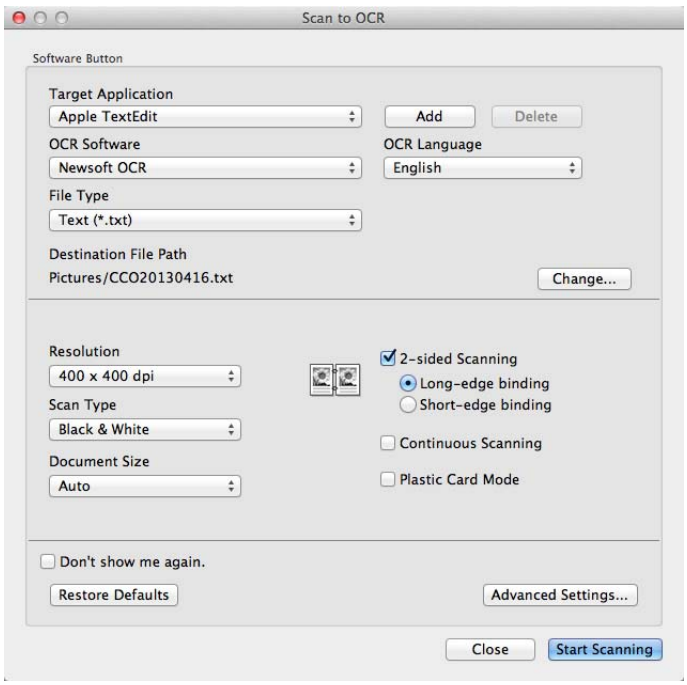
The **Scan to OCR** feature lets you convert the graphic page image data into text which can be edited by any word processing application. You can change the default word processing application.

NOTE

Presto! PageManager must be installed on your computer.

1. Select the **SCAN** tab.

2. Click  (**OCR**).
   The **Scan to OCR** dialog box will appear.



3. You can configure the scan settings.
   - To scan a 2-sided document, check the **2-sided Scanning** check box and choose **Long-edge binding** or **Short-edge binding**.
   - To change the word processing application that you want to use, choose the appropriate application from the **Target Application** pop-up menu. You can add an application to the list by clicking **Add**. If you want to delete an application, click **Delete**.

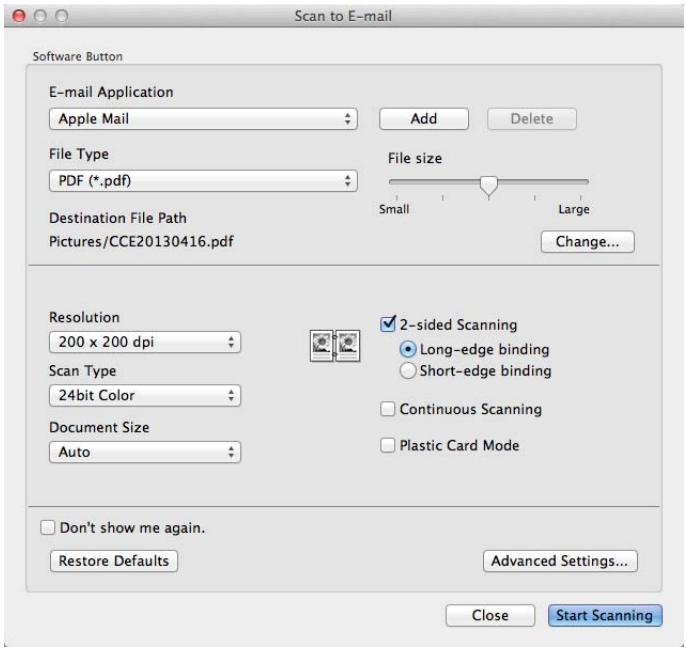
4. Click **Start Scanning**.
   Your default word processing application will start and display the converted text data.

E-mail

The **Scan to E-mail** feature lets you scan a document to your default E-mail application so you can send the scanned document as an attachment.

1. Select the **SCAN** tab.

2. Click  (**E-mail**).
   The **Scan to E-mail** dialog box will appear.



3. You can configure the scan settings.
   - To scan a 2-sided document, check the **2-sided Scanning** check box and choose **Long-edge binding** or **Short-edge binding**.
   - To change the E-mail application that you want to use, choose the appropriate application from the **E-mail Application** pop-up menu. You can add an application to the list by clicking **Add** [1]. If you want to delete an application, click **Delete**.

     [1] When you first start ControlCenter2, a default list of compatible E-mail applications will appear in the pop-up menu. If you are having trouble using a custom application with ControlCenter2, you should choose an application from the list.

4. Click **Start Scanning**.
   Your default E-mail application will start and the image will be attached to a new E-mail.

NOTE

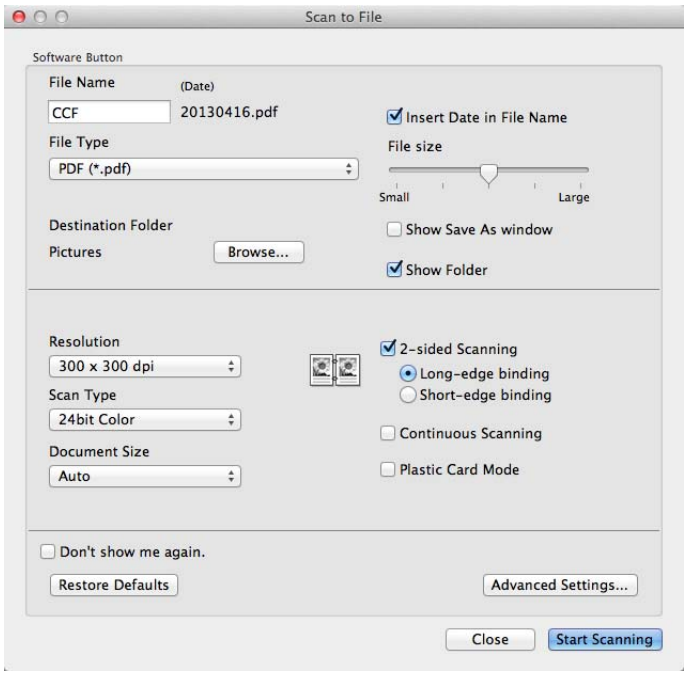
The Scan to E-mail feature does not support Webmail services. Use the Scan to Image or Scan to File feature to scan a document or picture, and then attach the file of the scanned data to an E-mail message.

File

The **Scan to File** button lets you scan an image to a folder on your hard disk in a supported file format. Therefore, this feature allows you to easily archive your paper documents.

1. Select the **SCAN** tab.

2. Click  (**File**).
   The **Scan to File** dialog box will appear.



3. You can configure the scan settings.
   - To scan a 2-sided document, check the **2-sided Scanning** check box and choose **Long-edge binding** or **Short-edge binding**.
   - To change the file name, enter the file name you want to use for the document (up to 100 characters) in the **File Name** box. The file name will be the file name you entered plus the current date and a sequential number.
   - Choose the file type for the saved image from the **File Type** pop-up menu. You can save the file to the default folder, or choose your preferred folder by clicking **Browse**.
   - To show where the scanned image is saved when scanning is finished, check the **Show Folder** check box. If you want to specify the destination of the scanned image every time, check the **Show Save As window** check box.

4. Click **Start Scanning**.
   The image will be saved in the folder you have chosen.

Change the Default Settings of a Button

You can change the default settings of the  (**Image**),  (**OCR**),  (**E-mail**), and  (**File**) buttons.

1. Click the button while holding down the **Control** key and choose **Software Button**. The settings dialog box will appear.
2. Choose the settings for **File Type**, **Scan Type**, **Document Size**, **Brightness**, **Contrast**, and **Continuous Scanning** as needed.
   You can also choose the setting for **2-sided Scanning**.
3. Click **OK**. The new settings will be used as the default settings.

Scan Plastic Cards

1. Load a plastic card (see *Plastic Cards* on page 40).

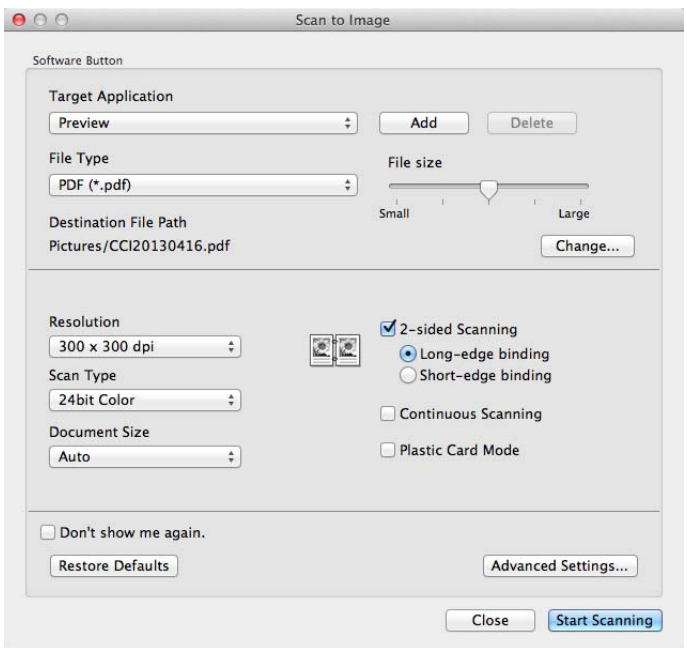
NOTE

Load only one plastic card at a time.

2. Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.



3. Click the button in the **SCAN** tab for the Scan-to action you want to change (**Image**, **OCR**, **E-mail**, or **File**). The settings dialog box will appear (the example below uses **Image**).



4. Check the **Plastic Card Mode** check box.

5 Change other settings if needed (see *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86).

6 Click **Start Scanning**.
Your default application will start and display the image.

NOTE

- Check the **Don't show me again.** check box not to show the setting dialog box again.
- **Plastic Card Mode** automatically uses these settings:

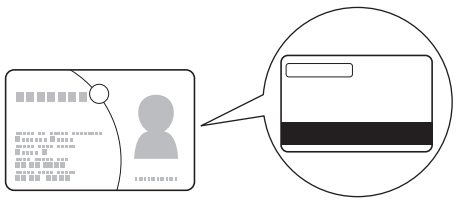
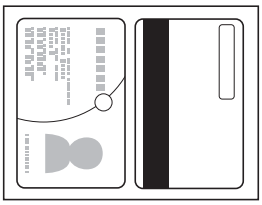
  Resolution: **600 dpi**

  Document Size: 2 in 1 (Auto)

  2-sided Scanning: On (**Short-edge binding**)

  Auto Deskew: On

  Auto Image Rotation: Off

Original Layout	Scan Result
	

Scan to an Office File

Your machine can convert scanned data to a Microsoft® Word file or a Microsoft® PowerPoint® file. In order to use this feature, your Brother machine must be connected to a network that has access to the Internet through a wireless connection.

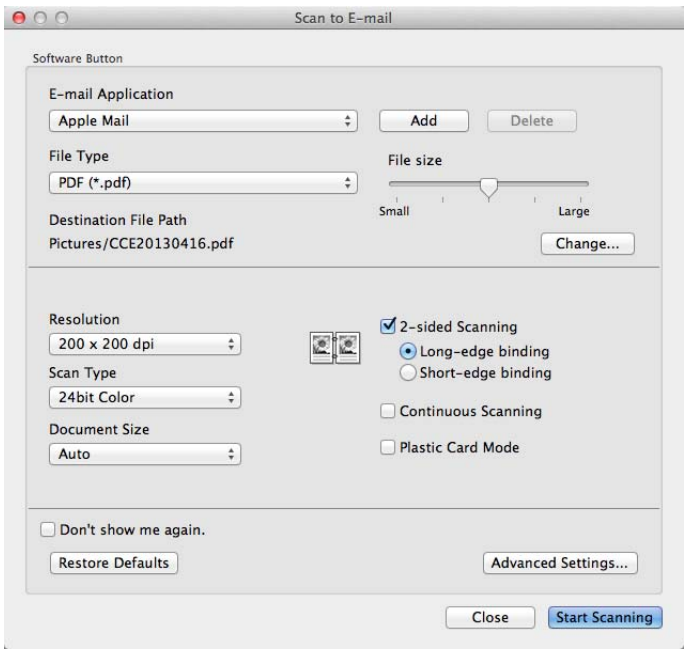
1 Load your document (see *Standard-size Documents* on page 34).

2 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.



3 Click the **SCAN** tab.

4 Click the **E-mail** or **File** button. The settings dialog box will appear (the example below uses **E-mail**).



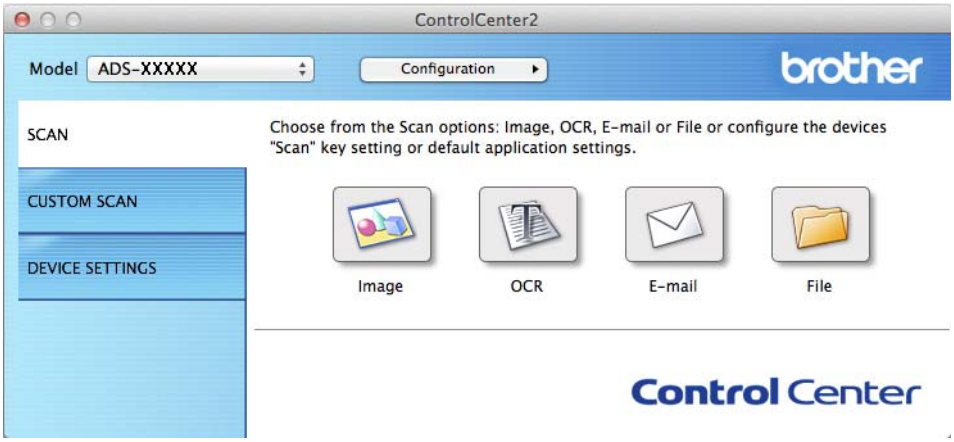
5 Click the **File Type** pop-up menu, and then select the **Microsoft Office Word (*.docx)** or **Microsoft Office PowerPoint (*.pptx)** option.

6 Change other settings if needed (see *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86).

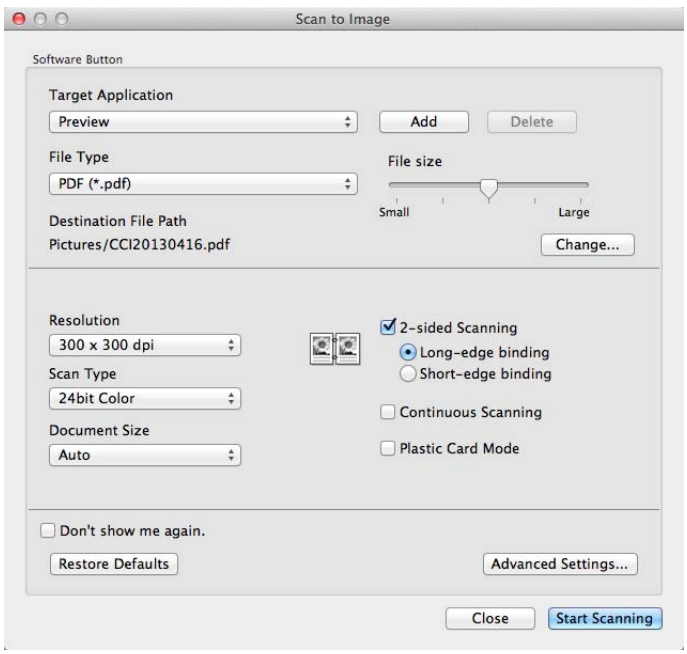
7 Click **Start Scanning**. If a message dialog box regarding the Internet connection appears, read the information and click **OK**.

Scan Business Cards

1. Load your document (see *Business Cards* on page 36).
2. Click the (ControlCenter2) icon in the Dock.
   The **ControlCenter2** window will appear.



3. Click the **SCAN** tab.
4. Click the **Image** button. The settings dialog box will appear.



5. Select **BizCard 6** from the **Target Application** drop-down list.
6. Change other settings if needed (see *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86).
7. Click **Start Scanning**. The scanned data will be opened in the BizCard 6 application.
8. Edit and save the scanned date using BizCard 6.

Register the Favorite Scan Settings Using ControlCenter2 (CUSTOM SCAN) (Macintosh)

There are four buttons which you can configure to fit your scanning needs.

To customize a button, click the button while holding down the **Control** key, and the configuration window appears. There are four scan functions: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

- **Scan to Image**

  Lets you scan a page directly into any image viewer/editor software. You can choose any image editor application on your computer as a destination.

- **Scan to OCR**

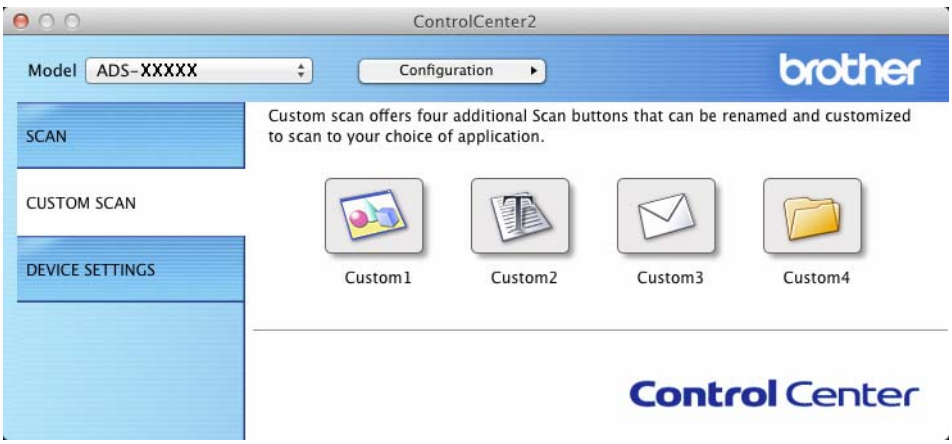
  Converts scanned documents into editable text files. You can choose the destination application for the editable text. You must install Presto! PageManager on your computer. For installation information see *Scan Using Presto! PageManager or TWAIN Applications (Macintosh)* on page 105.

- **Scan to E-mail**

  Attaches the scanned images to an E-mail message. You can also choose the file attachment type and create a quick send list of E-mail addresses chosen from your E-mail address book.

- **Scan to File**

  Lets you save a scanned image to any folder on a local or network hard disk. You can also choose the file type to be used.



User-defined Button

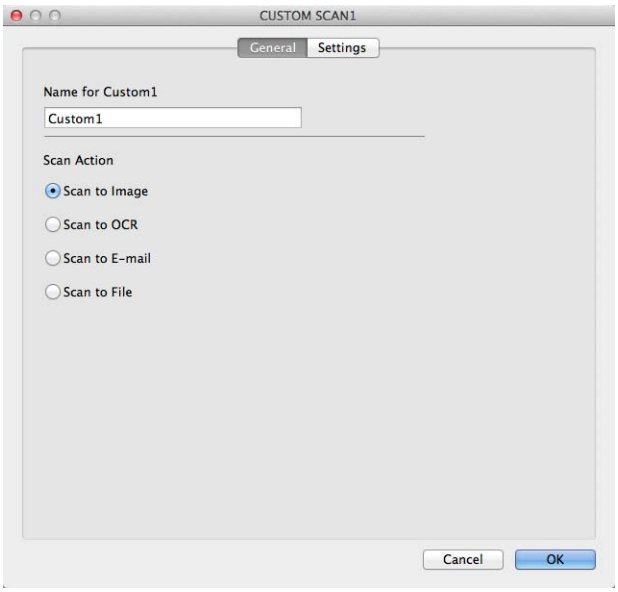
To customize a button, click the button while holding down the **Control** key, and the configuration window appears. Follow these guidelines for button configuration.

Scan to Image/OCR/E-mail/File

■ **General** tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** selections.

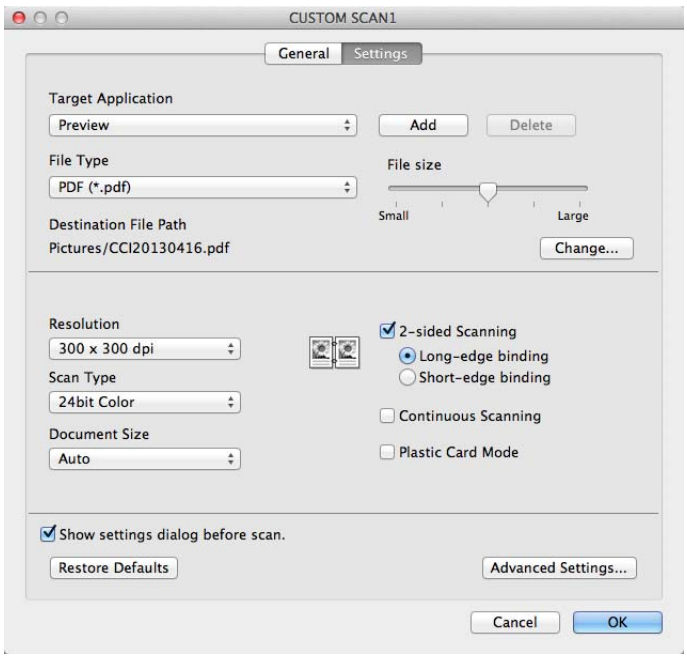


■ **Settings** tab (Scan to Image/OCR/ E-mail)

Choose the **Target Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size** and **2-sided Scanning** settings.

NOTE

The Scan to E-mail feature does not support Webmail services. Use the Scan to Image or Scan to File feature to scan a document or picture, and then attach the file of the scanned data to an E-mail message.



If you choose **Secure PDF (*.pdf)** from the **File Type** list, the **Set PDF Password** dialog box appears. Enter your password in the **Password** and **Re-type Password** box and then click **OK**.

NOTE

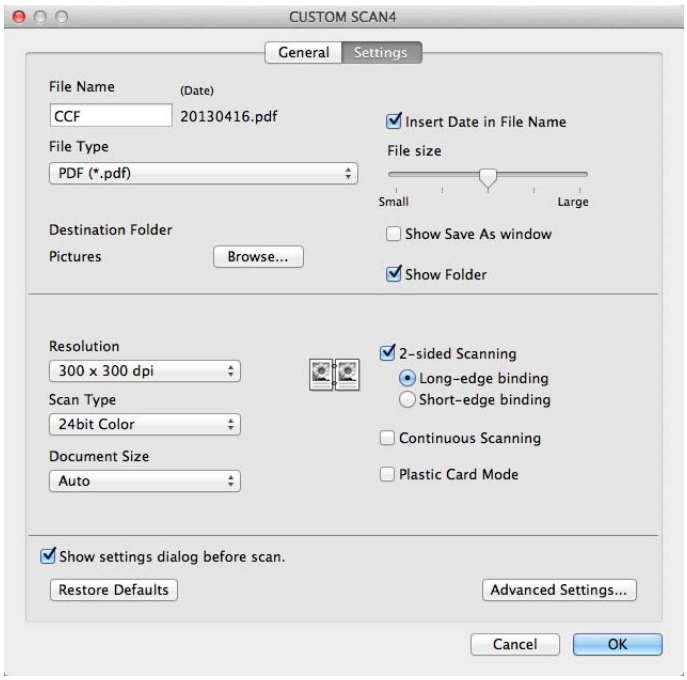
Secure PDF (*.pdf) is available for Scan to Image, Scan to E-mail and Scan to File.

■ **Settings** tab (Scan to File)

Choose the file format from the **File Type** pop-up menu. Save the file to the default folder or choose your preferred folder by clicking the **Browse** button.

Choose the **Resolution**, **Scan Type**, **Document Size** and **2-sided Scanning** settings.

If you want to specify the destination of the scanned image, check the **Show Save As window** check box.



Change Scan Settings (ControlCenter2) (Macintosh)

The following settings can be changed.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Target Application (for Image, OCR and File) or **E-mail Application** (for E-mail)	You can select which application is used to open scanned data. Only applications installed on your computer (including Presto! PageManager, Presto! BizCard 6, BR-Receipts and EVERNOTE) can be selected. ■ **Add** button You can add an application to the drop-down list. Enter the **Application Name** (up to 30 characters) and select your preferred application by clicking the **Browse** button. Also select the **File Type** from the drop-down list. ■ **Delete** button You can delete an application that you have added. Select the **Application Name** and click the **Delete** button.	Yes	Yes	Yes	-

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
File Type	Select the file type you want to use for the scanned data. **NOTE** • To save the document as a password-protected PDF, select **Secure PDF (*.pdf)** for **File Type** and then enter the password in the **Set PDF Password** dialog box (Image, E-mail and File only). • Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for. • To save the document as a searchable PDF, select **Searchable PDF (*.pdf)** from the **File Type** drop-down list. • To save the document as a searchable PDF, Presto! PageManager must be installed on your computer from the supplied DVD-ROM. • To save the document as a high compression PDF, select **300 x 300 dpi** from the **Resolution** drop-down list, **High Compression PDF (*.pdf)** from the **File Type** drop-down list and **True Gray** or **24bit Color** from the **Scan Type** drop-down list. • Several file types such as TIFF, TIFF Multi-Page, PDF, Secure PDF and JPEG support file size compression. Select **Uncompressed** or **Compressed** to adjust the file size for TIFF or TIFF Multi-Page. For PDF, Secure PDF and JPEG, use the slider to adjust the file size (not available for Scan to OCR).	Yes	Yes	Yes	Yes
File size	You can adjust the **File size** by moving the slider to the right or left. **NOTE** **File size** can be adjusted depending on your selected **File Type**.	Yes	-	Yes	Yes
OCR Software	Shows the application that will convert the scanned image to editable text.	-	Yes	-	-
OCR Language	Set to match the language of the scanned document's text.	-	Yes	-	-
File Name	Enter a prefix for the file name if needed.	Yes	Yes	Yes	Yes
Show Save As window	If you want to specify the destination of the scanned image every time you scan, check the **Show Save As window** check box.	-	-	-	Yes

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Destination File Path	Click the **Change** button and then the **Browse** button to change the folder you would like to save your scanned document to.	Yes	Yes	Yes	-
Destination Folder	Click **Browse** and browse to the folder you would like to save your scanned document to. Check **Show Folder** to automatically display the destination folder after scanning.	-	-	-	Yes
Resolution	You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.	Yes	Yes	Yes	Yes
Scan Type	Lets you select from a range of scan color depth. **Black & White** Use for text or line art images. **Gray (Error Diffusion)** Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.) **True Gray** Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray. **24bit Color** Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time. **Auto** Uses suitable colors for your document automatically. [1]	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Document Size	Document size is set to **Auto** by default. You can scan documents of any size without making any adjustments to **Document Size**. [1] For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. **NOTE** • If you select a 1 to 2 document size, the scanned image will be divided into two documents that are half the size of the setting. If you select **1 to 2 (A4)**, the scanned image will be divided into two 5.8 × 8.3 in. documents. • To do 1 to 2 scanning or 2 in 1 scanning, uncheck the **Auto Image Rotation** check box in the **Advanced Settings** dialog box. • If you select a 2 in 1 document size, two scanned images will be combined into one document. • You can select **Long Paper** when you configure the settings as following: • **Auto Deskew**: Off • **2-sided Scanning**: Off	Yes	Yes	Yes	Yes
2-sided Scanning	If you check this box, the machine scans both sides of the document. When using the automatic 2-sided (duplex) scan feature, you must select **Long-edge binding** or **Short-edge binding**, depending on the layout of your original, to make sure that the data file created appears correctly in the scanned document. **NOTE** The 2-sided (duplex) scanning feature is available with lengths up to Legal size.	Yes	Yes	Yes	Yes
Restore Defaults	Restore all settings to their factory default values.	Yes	Yes	Yes	Yes
Continuous Scanning	You can scan multiple batches of documents and put them together into one data file. After the first batch of documents is scanned, click **Continue** for additional pages or **Finish**. This operation enables you to scan more sheets than the maximum capacity of the document feeder.	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Plastic Card Mode	Lets you scan cards, such as driver's licenses or insurance cards, using these automatic settings: ■ **Resolution**: **600 dpi** ■ **Document Size**: 2 in 1 (Auto) ■ **2-sided Scanning**: On (**Short-edge binding**) ■ **Auto Deskew**: On ■ **Auto Image Rotation**: Off **NOTE** • If you want to scan a plastic card with different settings, set **Plastic Card Mode** to off and **Resolution** to 600 dpi. • Load only one plastic card at a time.	Yes	Yes	Yes	Yes

5

You can configure more settings in the **Advanced Settings** dialog box. Click the **Advanced Settings** button.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Brightness	Adjust the setting (0 to 100) to get the best image. The default value of 50 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.	Yes	Yes	Yes	Yes
Contrast	Adjust the setting (0 to 100) to get the best image. The default value of 50 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. **NOTE** The **Contrast** setting is only available when setting **Scan Type** to **Auto**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.	Yes	Yes	Yes	Yes
Auto Deskew	Corrects the skew (within 5 degrees) of the scanned data. [1]	Yes	Yes	Yes	Yes
Auto Image Rotation	Changes the direction of the document based on the text orientation. [1]	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Bleed Through Prevention/ Remove Background Color	Prevents the Bleed Through phenomenon on a two-sided document, and also allows you to remove the base color of documents such as newspapers to make the scanned data more recognizable. [1]	Yes	Yes	Yes	Yes
Skip Blank Page	Removes blank pages of the document from the scanning results. [1]	Yes	Yes	Yes	Yes
Display Scanning Results	Shows the numbers of total pages saved and blank pages skipped on your computer screen.	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Scan Receipts Using BR-Receipts (Windows®)

Brother's BR-Receipts application processes receipts by taking information from your scanned images and categorizing it. You can generate reports to view and track expenses. (This application is available depending on your country.)

Installing BR-Receipts

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. The DVD-ROM top menu will appear automatically. Select your model name and then the desired language
3. Click **Additional Applications**.
4. Click the **BR-Receipts** button. Follow the instructions on Brother Online.

For information about how to scan using **BR-Receipts**, see the BR-Receipts user's guide by clicking on **Help** on the menu bar, then **Using Help**.

Scan Using Nuance™ PaperPort™ 12SE or Other Windows® Applications

Scan Using Nuance™ PaperPort™ 12SE

You can use the Nuance™ PaperPort™ 12SE application, which is included in the Brother MFL-Pro software suite, for scanning. The instructions for scanning in these steps are for Nuance™ PaperPort™ 12SE. For other Windows® applications these steps will be similar. Nuance™ PaperPort™ 12SE supports both TWAIN and WIA drivers; the TWAIN driver (recommended) is used in the example on this page. For an example using the WIA driver, see *Scan Using Windows® Photo Gallery or Windows® Fax and Scan* on page 101.

NOTE

- Nuance™ PaperPort™ 12SE supports Windows® XP (SP3 or later), Windows Vista® (SP2 or later), Windows® 7 and Windows® 8.
- The WIA driver with Windows® XP (SP2 or later) does not support 2-sided (duplex) scanning.
- For more details about the application refer to the Nuance™ PaperPort™ 12SE help file. You can access this from the Nuance™ PaperPort™ 12SE **Help** menu.

1. Load your document.

2 Start Nuance™ PaperPort™ 12SE. Do one of the following:

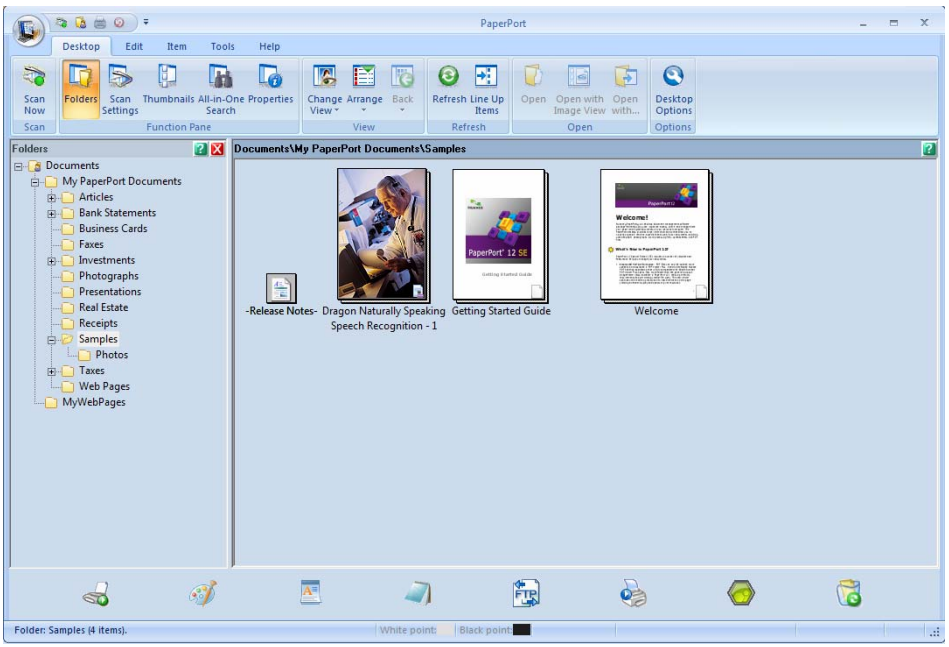
- (Windows® XP, Windows Vista® and Windows® 7)

  Click (**Start**), **All Programs**, **Nuance PaperPort12**, and then **PaperPort**.

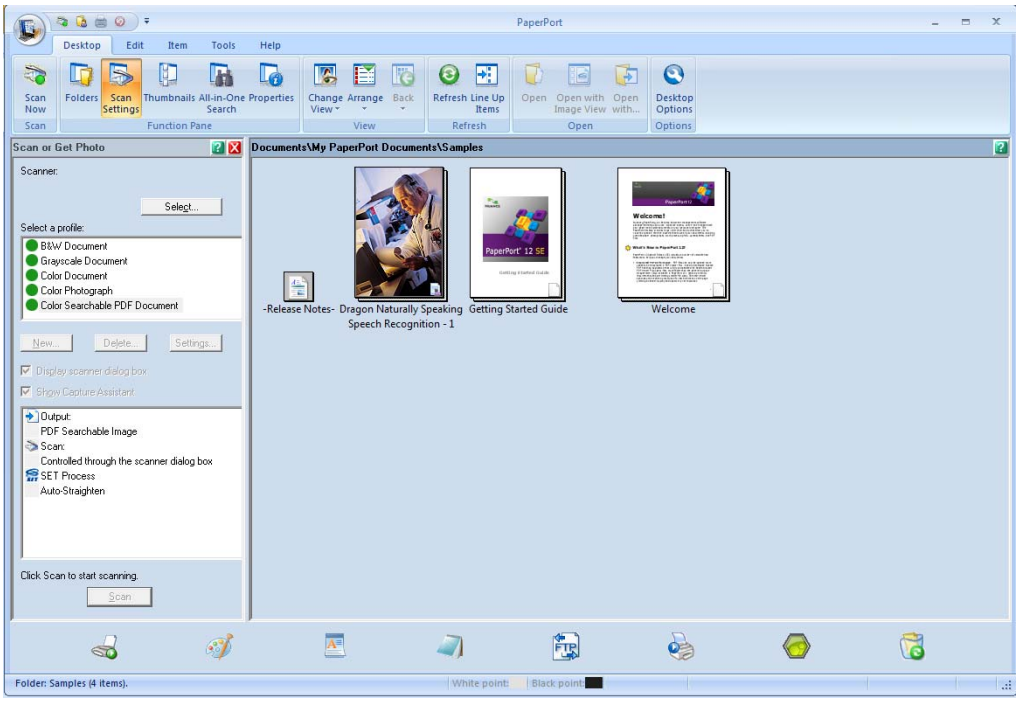
- (Windows® 8)

  Click (**PaperPort**).

The Nuance™ PaperPort™ 12SE window will appear.



3 Click **Scan Settings** from the **Desktop** tab on the ribbon.
The **Scan or Get Photo** panel will appear on the left side of the window.

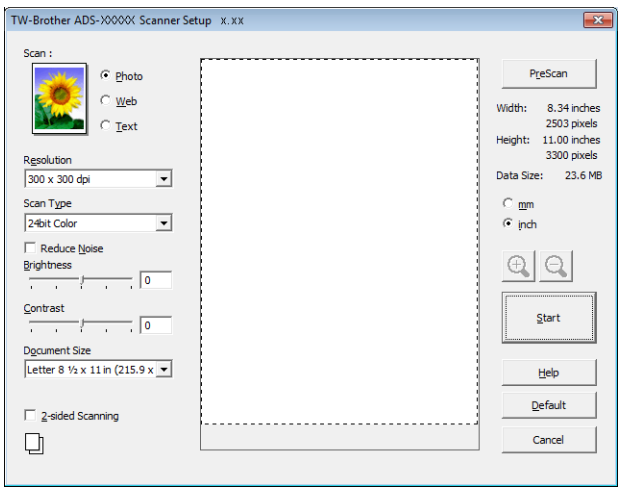


4 Click the **Select** button.

5 From the **Available Scanners** list, select **TWAIN: TW-Brother ADS-XXXXX** or **TWAIN: TW-Brother ADS-XXXXX LAN** (where ADS-XXXXX is the model name of your machine). If you want to use the WIA driver, select the Brother driver that has “WIA” as the prefix.
Click the **OK** button.

6 Check the **Display scanner dialog box** check box in the **Scan or Get Photo** panel.

7 Click the **Scan** button.
The **Scanner Setup** dialog box will appear.



8 Adjust the settings in the **Scanner Setup** dialog box if needed (**Resolution**, **Scan Type**, **Brightness**, and **Contrast**).

- *TWAIN Driver Settings*
- *WIA Driver Settings*

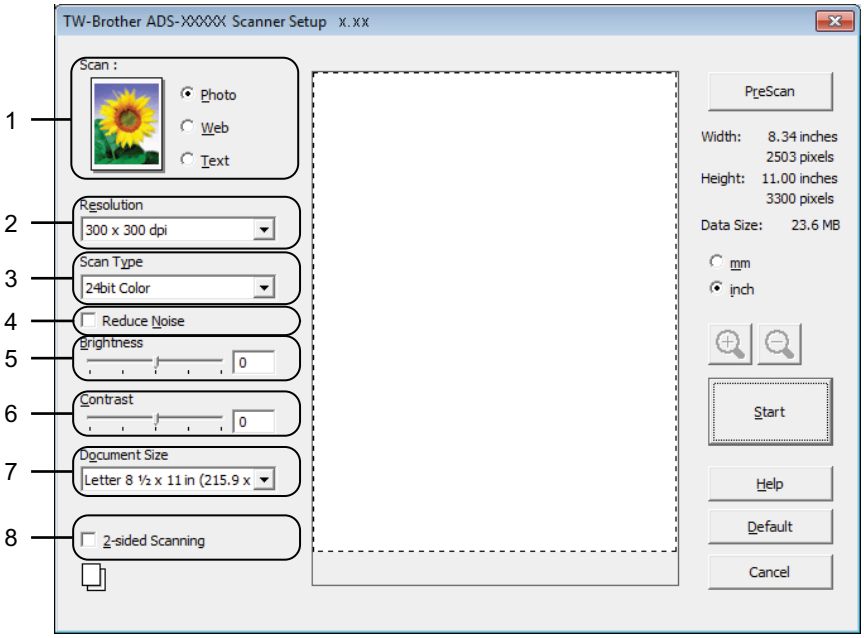
9 From the **Document Size** drop-down list, select your document size.

NOTE

After you select a document size, you can adjust the scanning area further by clicking the left mouse button and dragging it. This is required when cropping an image for scanning.

10 Click the **Start** button.
The machine starts scanning.

TWAIN Driver Settings



1 Scan (Image Type)

You can select **Photo**, **Web** or **Text** for the type of document you want to scan.

Scan (Image Type)		Resolution	Scan Type
Photo	Use for scanning photo images	300 x 300 dpi	24bit Color
Web	Use for attaching the scanned image to web pages	100 x 100 dpi	24bit Color
Text	Use for scanning text documents	200 x 200 dpi	Black & White

2 Resolution

You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.

Resolution	Black & White/Gray (Error Diffusion)	256 Color	True Gray/24bit Color
100 x 100 dpi	Yes	Yes	Yes
150 x 150 dpi	Yes	Yes	Yes
200 x 200 dpi	Yes	Yes	Yes
300 x 300 dpi	Yes	Yes	Yes
400 x 400 dpi	Yes	Yes	Yes
600 x 600 dpi	Yes	Yes	Yes
1200 x 1200 dpi	Yes	No	Yes

3 Scan Type

Select one of the following type:

- **Black & White**

  Use for text or line art images.

- **Gray (Error Diffusion)**

  Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.)

- **True Gray**

  Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray.

- **256 Color**

  Use for simple color illustrations that do not use the full color spectrum. Uses up to 256 colors to create images.

- **24bit Color**

  Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time.

4 Reduce Noise

You can improve and enhance the quality of your scanned images with this selection. The Reduce Noise setting is available when using **24bit Color** and scan resolutions of 300 x 300 dpi, 400 x 400 dpi or 600 x 600 dpi.

5 Brightness

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.

NOTE

The **Brightness** setting is only available when setting **Scan Type** to **Black & White**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

6 Contrast

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**.

NOTE

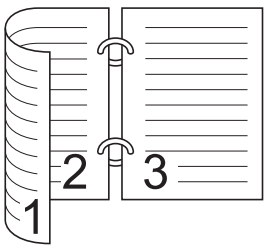
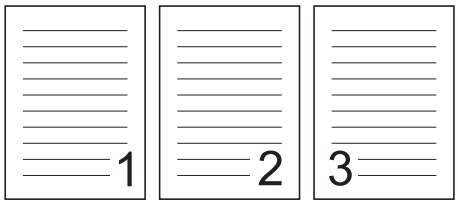
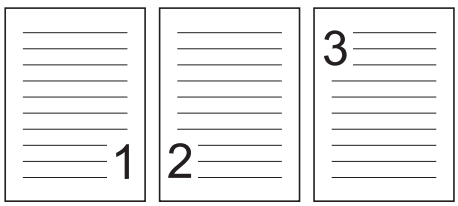
The **Contrast** setting is only available when setting **Scan Type** to **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

7 Document Size

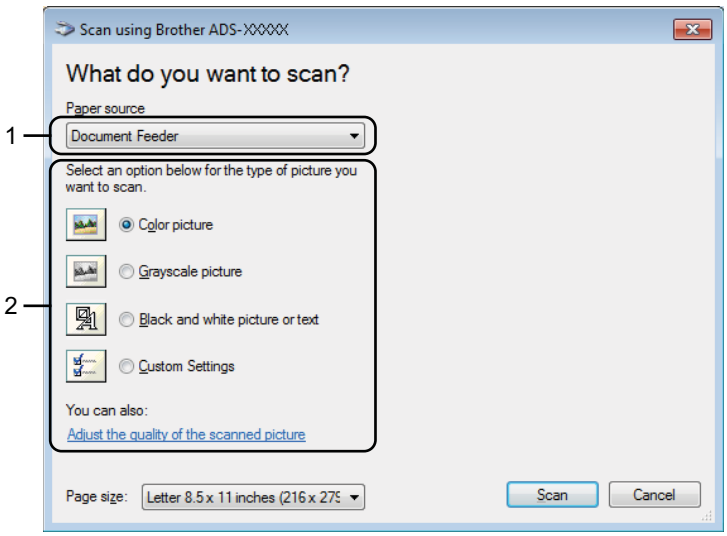
Document size is set to **Letter** by default. For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. If you select **Custom**, the **Custom Document Size** dialog box appears in which you can specify the document size.

8 2-sided Scanning

Select **Long-edge binding** or **Short-edge binding** depending on the layout of your original to make sure that the data file created appears correctly in the scanned document.

2-sided Scan Setting	Original Layout	Scan Result
Long-edge binding		
Short-edge binding		

WIA Driver Settings



1 Paper source

You can select **Document Feeder** only.

2 Picture Type (Image Type)

You can select **Color picture**, **Grayscale picture**, **Black and white picture or text** or **Custom Settings** for the type of document you want to scan.

If you want to change some advanced settings, click **Adjust the quality of the scanned picture**.

■ Resolution

You can select a scanning resolution from the **Resolution** text box. Higher resolutions take more memory and transfer time, but produce a finer scanned image.

■ Brightness

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.

■ Contrast

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**.

Scan Using Windows® Photo Gallery or Windows® Fax and Scan

You can use the Windows® Photo Gallery or Windows® Fax and Scan applications for scanning. These applications use the WIA scanner driver. The steps below will guide you through the scanning operations. You may need to download Windows® Photo Gallery or Windows® Fax and Scan.

1. Load your document.
2. Open your software application to scan the document. Do one of the following:

   ■ (Windows® Photo Gallery)

   1 Click **File**, then **Import from Camera or Scanner**.

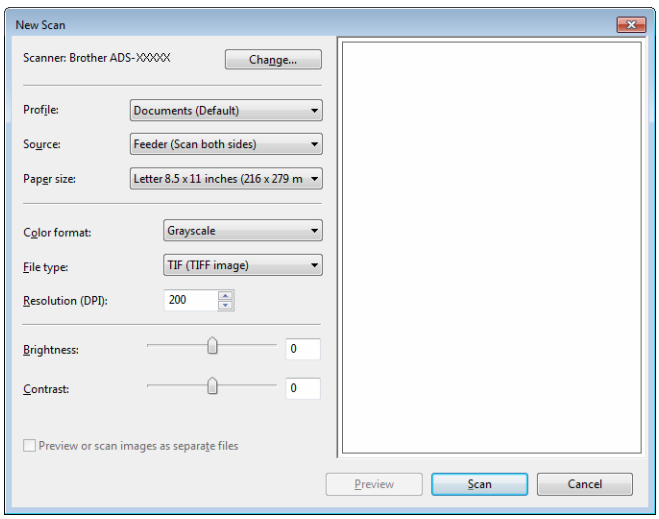
   2 Select the scanner you want to use.

   3 Click the **Import** button.
   The settings dialog box will appear.

   ■ (Windows® Fax and Scan)

   Click **File**, **New**, then **Scan**.

   The settings dialog box will appear.



3. Adjust the settings in the settings dialog box if needed.
4. Click the **Scan** button.
   The machine starts scanning the document.

Use Nuance PDF Converter Professional 8 (Windows®) (ADS-1500W only)

Nuance PDF Converter Professional 8 offers a variety of features for handling PDF files. It can unlock and open PDF files for viewing, editing, annotation and re-assembly.

Installing Nuance PDF Converter Professional 8

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. The DVD-ROM top menu will appear automatically. Select your model name and then the desired language.
3. Click **Additional Applications**.
4. Click the **Nuance PDF Converter Professional 8** button. Follow the on-screen instructions.

For information about how to scan using Nuance PDF Converter Professional 8, see the Nuance PDF Converter Professional 8 help by clicking on **Help** on the menu bar, then **Help**.

NOTE

Enter the Nuance serial number that is shown on the “sleeve” of the MFL-Pro Suite DVD-ROM package when installing Nuance PDF Converter Professional 8.

Use NewSoft Presto! BizCard 6 (Windows®)

Presto! BizCard lets you manage the information from scanned business cards, such as names, companies, mailing addresses, phone/fax numbers and e-mail addresses, on your computer. Simply scan, or import your business cards and Presto! BizCard automatically saves the data and image for each card. Different viewing modes are available for easy searching, editing, creating, and sorting.

Installing NewSoft Presto! BizCard 6

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. The DVD-ROM top menu will appear automatically. Select your model name and then the desired language.
3. Click **Additional Applications**.
4. Click the **NewSoft Presto! BizCard 6** button. Follow the on-screen instructions.

For information about how to scan using Presto! BizCard 6, see the **Presto! BizCard User's Manual**. Do one of the following:

- (Windows® XP, Windows Vista® and Windows® 7)

  Click  (**Start**), **All Programs**, **NewSoft**, **Presto! BizCard 6**, and then **Presto! BizCard 6**.

- (Windows® 8)

  Click  (**Presto! BizCard 6**).

Scan Receipts Using BR-Receipts (Macintosh)

Brother's BR-Receipts application processes receipts by taking information from your scanned images and categorizing it. You can generate reports to view and track expenses. (This application is available depending on your country.)

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. Double-click the **BROTHER** icon on your desktop.
3. Double-click **Brother Support**.
4. Click the **BR-Receipts** button. Follow the instructions on Brother Online.

For information about how to scan using **BR-Receipts**, see the BR-Receipts user's guide by clicking on **Help** on the menu bar, then **Using Help**.

Scan Using Presto! PageManager or TWAIN Applications (Macintosh)

You can use the Presto! PageManager application for scanning. The instructions for scanning in these steps are for Presto! PageManager. For other applications which support TWAIN specifications, these steps will be similar.

Installing Presto! PageManager

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. Double-click the **BROTHER** icon on your desktop.
3. Double-click **Brother Support**.
4. Click **Presto! PageManager** to download the Presto! PageManager installer.
5. Double-click the installer, and then follow the on-screen instructions.

NOTE

- Presto! PageManager supports Mac OS X v10.6.8, 10.7.x and 10.8.x.
- For more details about the application refer to the Presto! PageManager help file. You can access this from the Presto! PageManager Help menu.

Scan Using Presto! PageManager

1. Start Presto! PageManager by double-clicking the Presto! PageManager icon on your computer screen.

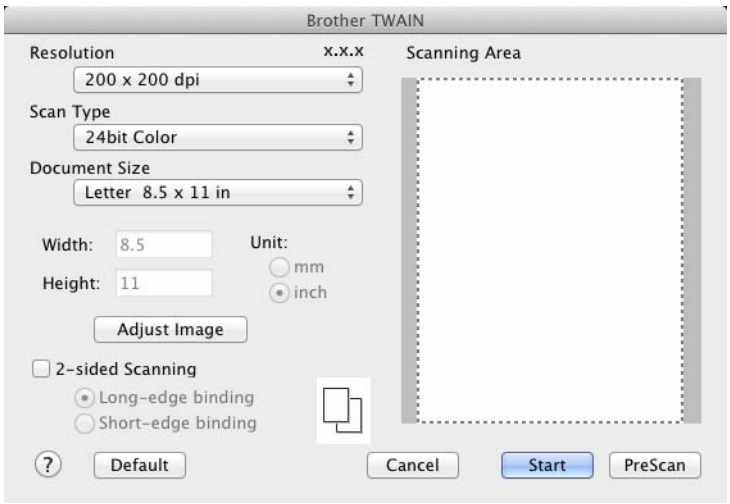
NOTE

The first time you use the Brother TWAIN driver, you need to set it as the default driver. To set the Brother TWAIN driver as the default driver, do the following.

1 Select **Select Source** in the **File** menu.

2 Select **Brother TWAIN**, then click **Select**.

2 Select **Acquire Image Data** in the **File** menu.
The scanner setup dialog box will appear.



(The Brother TWAIN screen supports languages specified in Presto! PageManager.)

3 Adjust the settings in the scanner setup dialog box if needed (**Resolution**, **Scan Type**, **Adjust Image**).

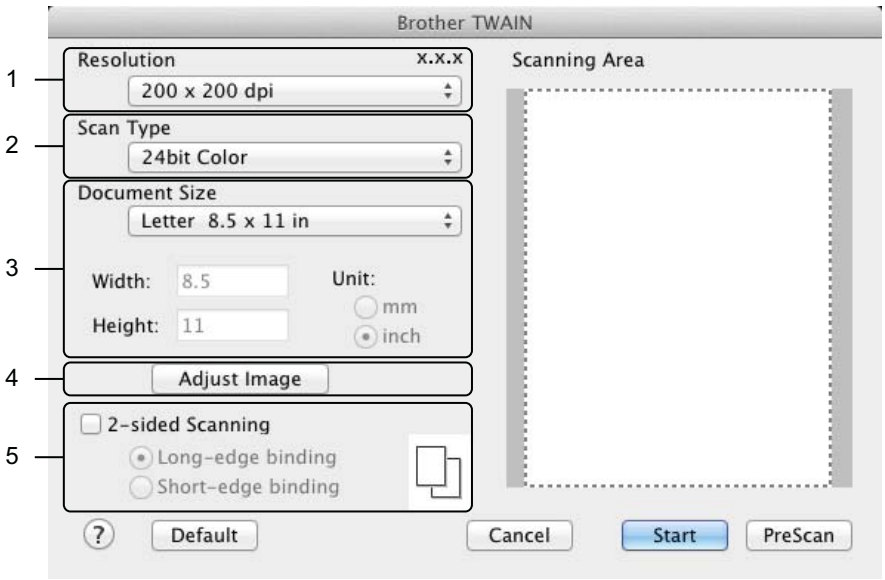
4 From the **Document Size** drop-down list, select your document size.

NOTE

After you select a document size, you can adjust the scanning area further by clicking the left mouse button and dragging it. This is required when cropping an image for scanning.

5 Click the **Start** button.
The machine starts scanning.

TWAIN Driver Settings



(The Brother TWAIN screen supports languages specified in Presto! PageManager.)

1 Resolution

You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.

Resolution	Black & White/Gray (Error Diffusion)	256 Color	True Gray/24bit Color
100 x 100 dpi	Yes	Yes	Yes
150 x 150 dpi	Yes	Yes	Yes
200 x 200 dpi	Yes	Yes	Yes
300 x 300 dpi	Yes	Yes	Yes
400 x 400 dpi	Yes	Yes	Yes
600 x 600 dpi	Yes	Yes	Yes
1200 x 1200 dpi	Yes	No	Yes

2 Scan Type

Select one of the following type:

- **Black & White**

  Use for text or line art images.

- **Gray (Error Diffusion)**

  Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.)

■ **True Gray**

Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray.

■ **256 Color**

Use for simple color illustrations that do not use the full color spectrum. Uses up to 256 colors to create images.

■ **24bit Color**

Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time.

NOTE

256 Color is only available when your scanning application supports this setting. Presto! PageManager does not support **256 Color**.

3 Document Size

Document size is set to **Letter** by default. If you select **Custom**, you can specify the document size.

4 Adjust Image

Click the **Adjust Image** button for adjusting the image.

■ **Brightness**

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.

NOTE

The **Brightness** setting is only available when setting **Scan Type** to **Black & White**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

■ **Contrast**

Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**.

NOTE

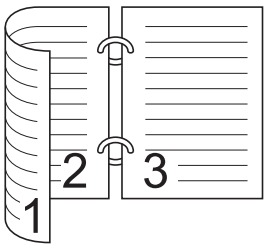
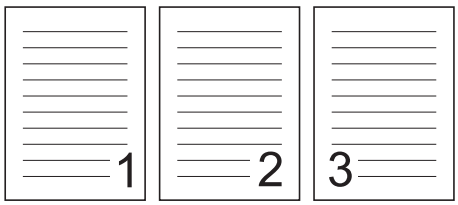
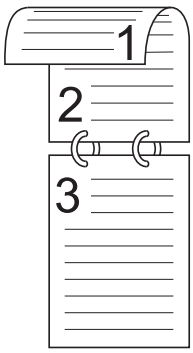
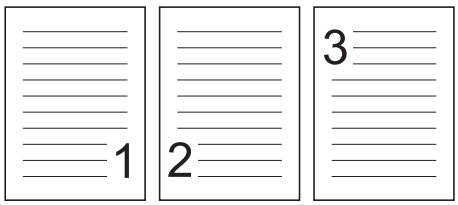
The **Contrast** setting is only available when setting **Scan Type** to **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

■ **Reduce Noise**

You can improve and enhance the quality of your scanned images with this selection. The Reduce Noise setting is available when using **24bit Color** and scan resolutions of 300 × 300 dpi, 400 × 400 dpi or 600 × 600 dpi.

5 2-sided Scanning

Select **Long-edge binding** or **Short-edge binding** depending on the layout of your original to make sure that the data file created appears correctly in the scanned document.

2-sided Scan Setting	Original Layout	Scan Result
Long-edge binding		
Short-edge binding		

Scan Using Apple Image Capture (ICA Driver)

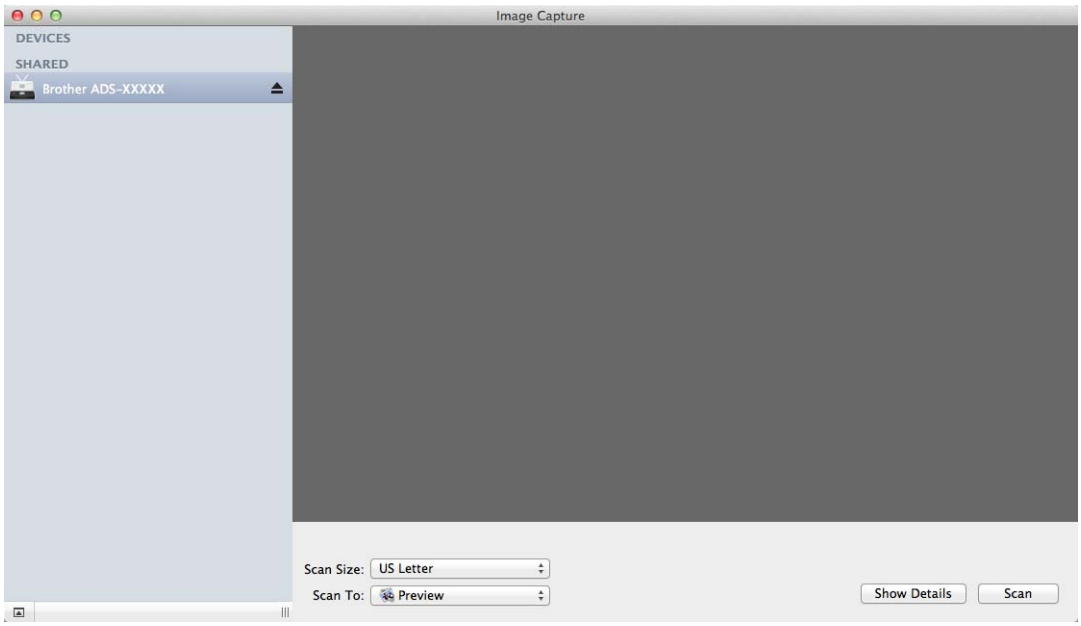
You can scan a document using the ICA driver. If you installed MFL-Pro Suite from the installer DVD-ROM, the ICA driver has been already installed on your computer. If you don't see your machine in the **Print & Fax** or **Print & Scan** list, you can add your machine by clicking the **+** button (see *Select your machine from Print & Fax or Print & Scan* on page 113). You can also scan directly using the **Image Capture** application.

Scan Using Apple Image Capture

1. Launch the **Image Capture** application.



2 Select the machine from the list on the left side of the window.
You will see the machine in the **DEVICES** area. If connected via wireless LAN, you will see it in the **SHARED** area.



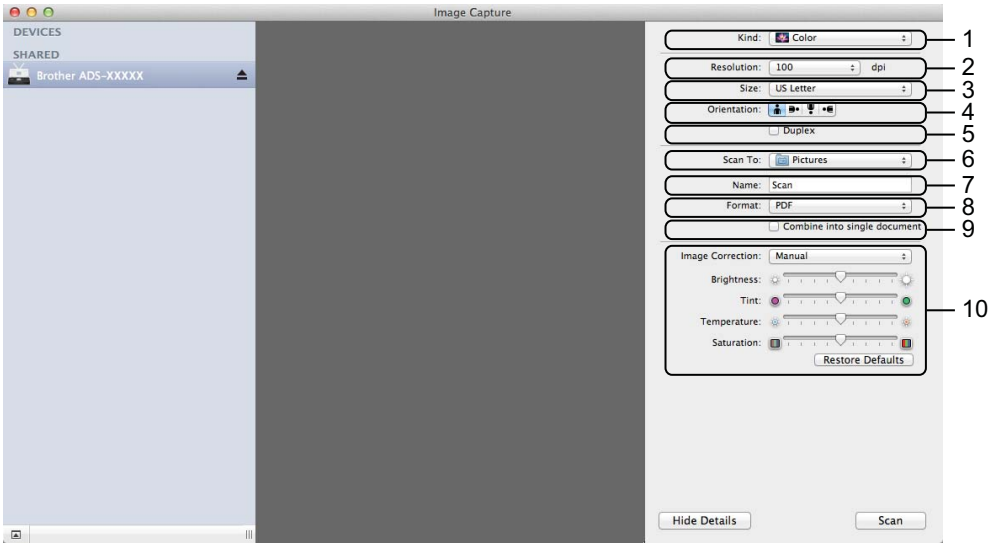
3 Load your document.

4 Select a size of your document for **Scan Size**.

5 Select the destination folder or destination application for **Scan To**.

6 Click the **Scan** button.
The machine starts scanning.

ICA Driver Settings



You can adjust the following settings, if needed, in the dialog box accessed by clicking on **Show Details**. Note that the item name and assignable value will vary depending on the machine.

1 Kind

Select from **Color**, **Black & White** or **Text**.

2 Resolution

Select the resolution you want to scan your document at.

3 Scan Size or **Size**

Select the paper size of the document.

4 Orientation

Select the orientation of the document.

5 Duplex

Check the **Duplex** check box to do 2-sided (duplex) scanning.

6 Scan To

Select the destination folder or destination application.

7 Name

Enter the prefix text used for the name of the scanned image.

8 Format

Select the file format of the scanned data.

9 Create single document or **Combine into single document**

Check this box to scan a document as one item and save it as one file when selecting PDF or TIFF for the file format.

NOTE

If you cannot select TIFF for the file format, select PDF first and then select TIFF.

10 Image Correction

You can configure settings depending on **Kind** that you have chosen.

Kind	Configurable Settings
Color	**Brightness**, **Tint**, **Temperature**, **Saturation**
Black & White	**Brightness**, **Contrast** (Mac OS X v10.7.x, 10.8.x)
Text	**Threshold**

Select your machine from Print & Fax or Print & Scan

1. Select **System Preferences** in the menu bar.
2. Click the **Print & Fax** icon or the **Print & Scan** icon.
3. Select the machine from the list on the left side of the screen.

NOTE

If you do not see the **Open Scanner** button on the window, remove your machine by clicking the **-** button from the **Print & Fax** or **Print & Scan** list and then add your machine by clicking the **+** button.

Use NewSoft Presto! BizCard 6 (Macintosh)

Presto! BizCard lets you manage the information from scanned business cards, such as names, companies, mailing addresses, phone/fax numbers and e-mail addresses, on your computer. Simply scan, or import your business cards and Presto! BizCard automatically saves the data and image for each card. Different viewing modes are available for easy searching, editing, creating, and sorting.

Installing NewSoft Presto! BizCard 6

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. Double-click the **BROTHER** icon on your desktop.
3. Double-click **Brother Support**.
4. Click **Presto! BizCard** to download the Presto! BizCard 6 installer.
5. Double-click the installer, and then follow the on-screen instructions.

For information about how to scan using Presto! BizCard 6, see the Presto! BizCard 6 user's guide by clicking on **Help** on the menu bar, then **Using Help**.

Scan Using Captiva® QuickScan™ Pro or ISIS® Applications (Windows®)

You can use the free trial version of Captiva® QuickScan™ Pro or other applications, which support the ISIS® specifications, for scanning. Before scanning using the ISIS® applications, you must install the ISIS® scanner driver.

NOTE

In order to use the ISIS® driver, the Brother scanner driver needs to be installed. If you have not installed the Brother scanner driver, you must do so before installing the ISIS® driver.

Installing ISIS® Scanner and Captiva® QuickScan™ Pro

1. Insert the supplied DVD-ROM into your DVD-ROM drive.
2. The DVD-ROM top menu will appear automatically. Select your model name and then the desired language.
3. Click **Custom Installation**.
4. Click the **ISIS Scanner Driver & Application** button.
5. Click the **ISIS Scanner Driver** button. Follow the on-screen instructions.
6. Click the **Captiva QuickScan Pro Trial** button. Follow the on-screen instructions.

NOTE

- The web site where you can download the free trial version of Captiva® QuickScan™ Pro is operated by EMC corporation. If you have any questions about Captiva® QuickScan™ Pro, contact EMC corporation.
- For information about how to scan using your ISIS® application, see Captiva® QuickScan™ Pro's help.

6 Scan Using the Control Panel

Scan Documents to an FTP Server

When you choose Scan to FTP, you can scan a black and white or color document directly to an FTP server on your local network, or on the Internet.

The details required to use Scan to FTP can be entered by using Web Based Management to pre-configure and store the details in an FTP Profile.

NOTE

- Scan to FTP is available when FTP profiles are configured by using Web Based Management.
- We recommend Microsoft® Internet Explorer® 8.0/9.0 for Windows® and Safari 5.0 for Macintosh. Also make sure that JavaScript and Cookies are always enabled in whichever browser you use. If a different web browser is used, make sure it is compatible with HTTP 1.0 and HTTP 1.1.

Start Web Based Management

(ADS-1000W)

NOTE

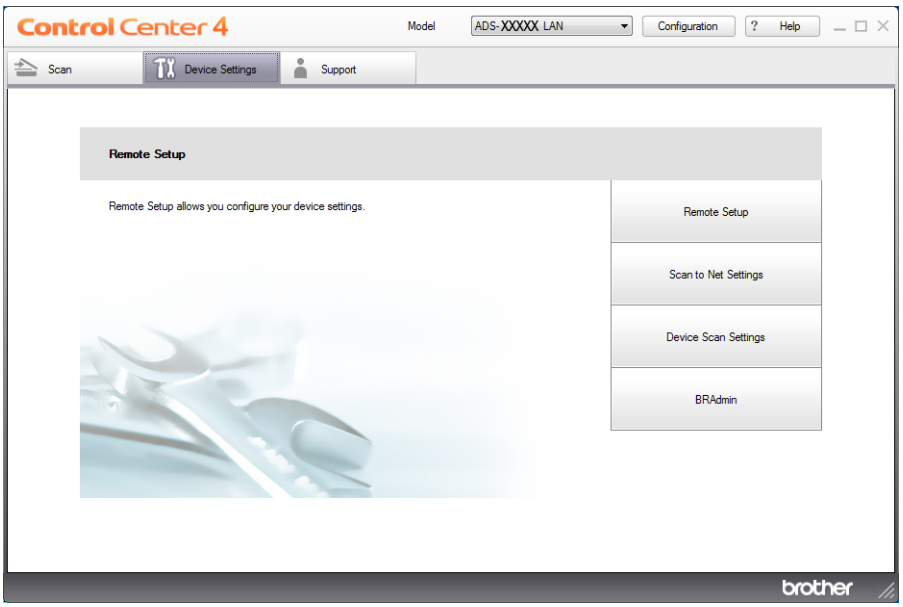
If you have set up the machine using the USB interface method, you need to set up the machine using the wireless network method with the installation DVD-ROM and a USB cable (see the Quick Setup Guide) to use Web Based Management.

1. Start the ControlCenter application.

   ■ Windows®

   1. Click the  (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

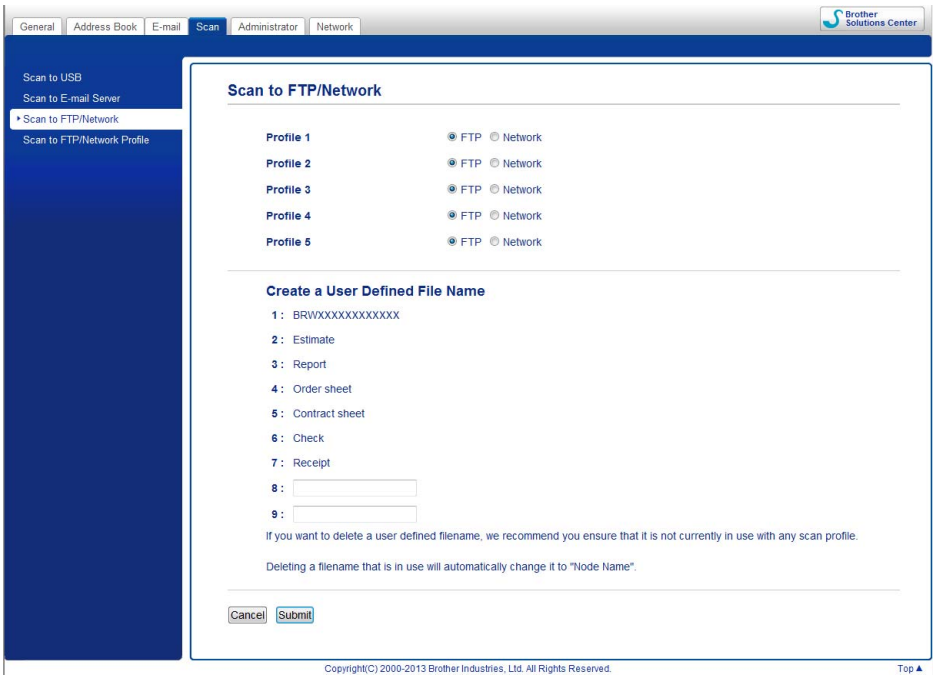
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Scan to Net Settings** button. The Web Based Management window will appear.

(ADS-1500W)



1. Type `http://xxx.xxx.xxx.xxx` (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser.

You can configure or change the settings in **Scan to FTP** (for ADS-1000W) or **Scan to FTP/Network** (for ADS-1500W) in the **Scan** tab. You can configure up to five FTP server profiles and choose what profile numbers (1 to 5) to use for Scan to FTP settings in **Scan to FTP Profile** (for ADS-1000W) or **Scan to FTP/Network Profile** (for ADS-1500W).

In addition to the seven preset file names you can store two user defined file names that can be used for creating an FTP Server Profile.

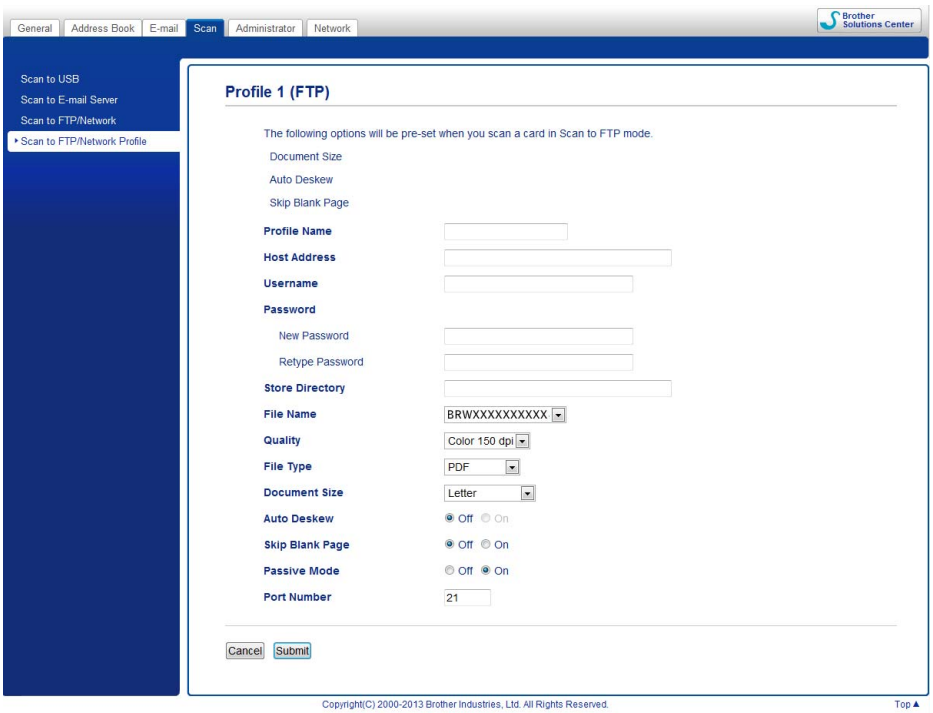
Choose **Scan to FTP** (for ADS-1000W) or **Scan to FTP/Network** (for ADS-1500W) in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields (the example below uses ADS-1500W).

NOTE

Do not use unsuitable characters in the file name (for example ?, /, \, or *). They may cause a sending error when using Scan to FTP.

Configure the FTP Default Settings

You can set **Passive Mode** to **Off** or **On** depending on your FTP server and network firewall configuration. By default this setting is **On**. You can also change the port number used to access the FTP server. The default for this setting is port 21. In most cases these two settings can remain as the default (the example below uses ADS-1500W).



1. Enter the name that you want to use for the profile of the FTP server. This name will be displayed in **Destination** in **Scan to Network Device** from the **Scan** tab (ADS-1000W only)or on the LCD of the machine (ADS-1500W only), and can be up to 15 characters.
2. The Host Address is the domain name of the FTP server. Enter the Host Address (for example ftp.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).
3. Enter the Username that has been registered with the FTP server for the machine (up to 32 characters).
4. Enter the Password for access to the FTP server (up to 32 characters).
5. Enter the destination folder where your document will be stored on the FTP server (for example brother\abc) (up to 60 characters).
6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined file names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the scanner counter plus the file extension (for example, Estimate_098765.pdf).

7 Choose the quality, file type, document size and 2-sided Scan you want to use for the scanned data. The following settings can be changed.

Setting	Options	Description
Quality	**Color 150 dpi** **Color 200 dpi** **Color 300 dpi** **Color 600 dpi** **B&W 150 dpi** **B&W 200 dpi** **B&W 300 dpi** **B&W 600 dpi** **Auto 150 dpi** **Auto 200 dpi** **Auto 300 dpi** **User Select** (ADS-1500W only)	■ You can select a scanning quality from the **Quality** drop-down list. Higher qualities take more memory and transfer time, but produce a finer scanned image. ■ If you select **User Select**, you must select the setting from the Control Panel of the machine.
File Type	**PDF** **TIFF** **JPEG** **User Select** (ADS-1500W only)	■ You can select the file type you want to use for the scanned data. ■ You can select **PDF** or **JPEG** when you select **Color** in **Quality**. ■ You can select **PDF** or **TIFF** when you select **B&W** in **Quality**. ■ You can select **PDF** when you select **Auto** in **Quality**. ■ If you select **User Select**, you must select the setting from the Control Panel of the machine.
Document Size	**Auto** **A4** **Letter** **Legal** **B5** **A5** **B6** **A6** **Business Card** **Long Paper** **User Select** (ADS-1500W only)	■ If you select **Auto**, you can scan documents of any size without making any adjustments to **Document Size**. [1] For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. ■ If you select **600 dpi** for **Quality**, you cannot select **Auto**. ■ You can select **A4**, **Letter**, **Legal**, **B5**, **A5**, **B6**, **A6**, **Business Card** or **Long Paper** when **Auto Deskew** is set to Off. ■ You can select **Long Paper** when you configure the settings as following: • **Quality**: other than **Auto** • **Auto Deskew**: Off • **Skip Blank Page**: Off • **2-sided Scan**: Off

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Options	Description
2-sided Scan (ADS-1000W only)	**Off** **Long Edge** **Short Edge**	To scan both sides of the document, select **Long Edge** or **Short Edge** depending on the layout of your original to make sure that the data file created appears correctly in the scanned document. **NOTE** The **2-sided Scan** feature is available with lengths up to Legal size.

8 Set **Auto Deskew** [1] to **On** if you want to correct the skew (within 5 degrees) of the scanned data.

9 Set **Skip Blank Page** [1] to **On** if you want to remove blank pages of the document from the scanned data.

10 Click **Submit**.

[1] Depending upon the condition of the original document, this function may not work properly.

Scan Using FTP Server Profiles

(ADS-1000W)

NOTE

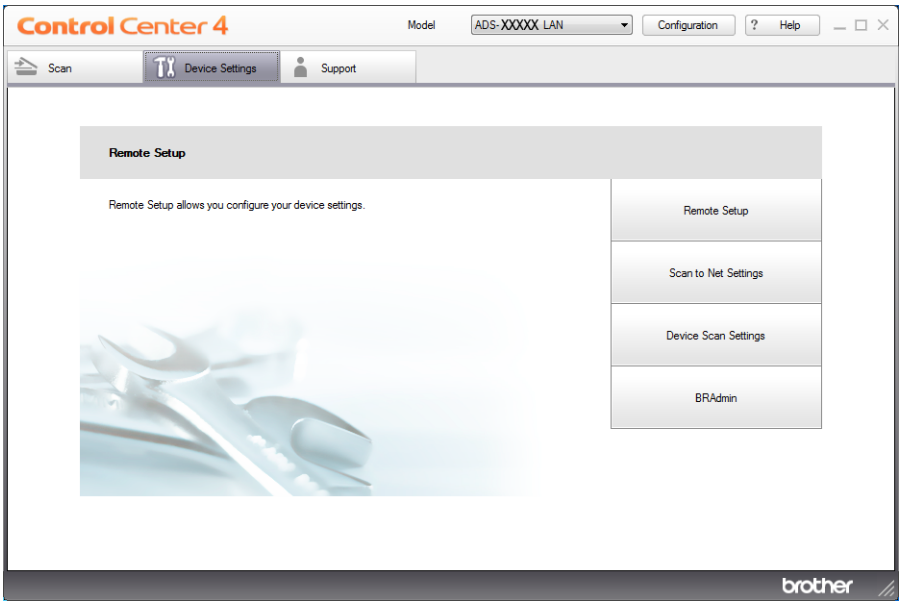
- If you have set up the machine using the USB interface method, you need to set up the machine using the wireless network method with the installation DVD-ROM and a USB cable (see the Quick Setup Guide) to use the Scan to FTP feature.
- Before starting Scan to FTP, you need to configure the Scan to FTP profile (see *Configure the FTP Default Settings* on page 119).

1 Start the ControlCenter application.

■ Windows®

1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



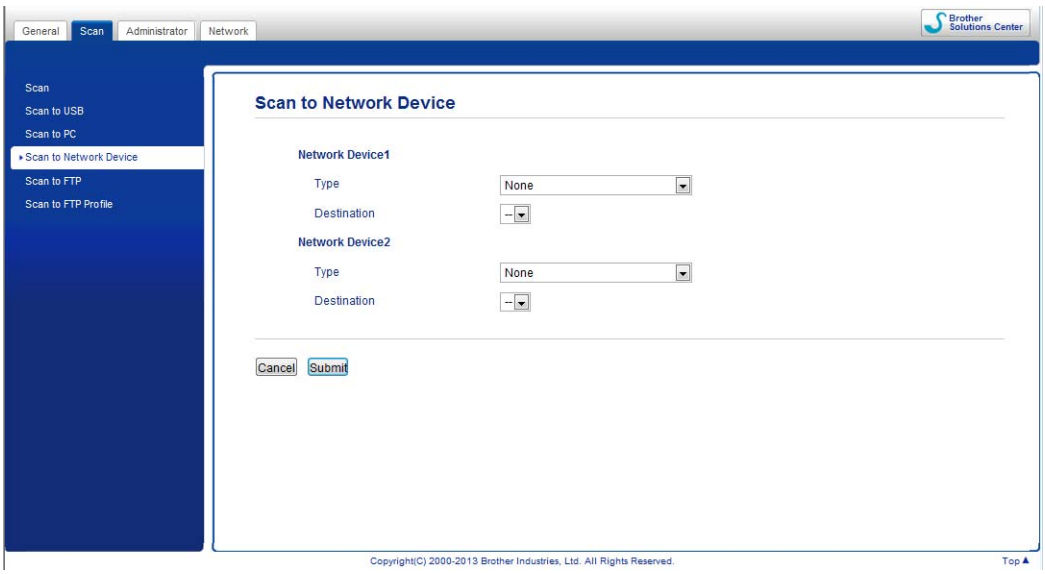
■ Macintosh

1 Click the (ControlCenter2) icon in the Dock. The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Scan to Net Settings** button. The Web Based Management window will appear.



3 Select **Network Device 1** or **Network Device 2** which you want to assign the Scan to FTP feature.

NOTE

- The **Network Device 1** settings will be applied to 1 on the Control Panel of the machine.
- The **Network Device 2** settings will be applied to 2 on the Control Panel of the machine.

4 Select **Scan to FTP** from the **Type** drop-down list for your selected device in ❸.

5 Select a profile name from the **Destination** drop-down list for your selected device in ❸.

6 Click **Submit**.

7 Load your document.

8 Press 1 or 2 which you have assigned the Scan to FTP feature.

9 Press . The machine starts scanning.

(ADS-1500W)

1 Load your document.

2 Press ◀ or ▶ to display `to FTP`.

3 Press `to FTP`.

4 Press ▲ or ▼ to choose one of the FTP server profiles listed.
Do one of the following:

- If the Scan to FTP profile is complete, go to ❼.
- If the Scan to FTP profile is not complete, go to ❺.

5 Press `Options`.

6 Choose the settings for `2-sided Scan`, `Scan Type`, `Resolution`, `File Type`, `Document Size`, `Auto Deskew`, `Skip Blank Page` and `User Name` as needed. Press `OK`.

NOTE

If you want to save the profile as a shortcut, press `Save as Shortcut`.

7 Press `Start`.
The LCD shows `Connecting`. When the connection to the FTP server is successful the machine starts the scanning process.

Scan Documents to a CIFS Server (Windows®) (ADS-1500W only)

When you choose Scan to Network, you can scan documents directly to a shared folder on a CIFS server located on your local network or the Internet.

The details required to use Scan to Network can be entered by using Web Based Management to preconfigure and store the details in a Scan to Network profile. The Scan to Network profile stores user information and configuration settings for use on a network, or the Internet.

NOTE

- Scan to Network is available when Scan to Network profiles are configured by using Web Based Management.
- YOU MUST CONFIGURE THE SNTP PROTOCOL (NETWORK TIME SERVER), OR YOU MUST SET THE DATE, TIME AND TIME ZONE CORRECTLY FOR AUTHENTICATION. FOR MORE INFORMATION, SEE THE Network User's Guide.
- We recommend Microsoft® Internet Explorer® 8.0/9.0. Also make sure that JavaScript and Cookies are always enabled in whichever browser you use. If a different web browser is used, make sure it is compatible with HTTP 1.0 and HTTP 1.1.

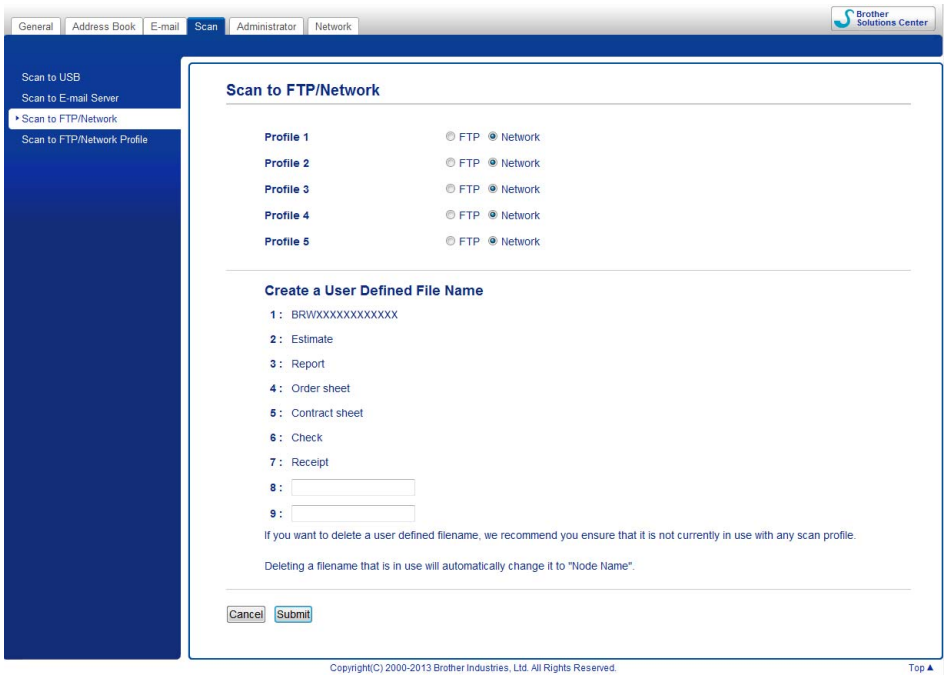
Type http://xxx.xxx.xxx.xxx (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser. You can configure or change the settings in **Scan to FTP/Network** in the **Scan** tab. You can configure up to five Scan to Network profiles and choose what profile numbers (1 to 5) to use for Scan to Network settings in **Scan to FTP/Network Profile**.

In addition to the seven preset file names you can store two user defined file names that can be used for creating a Scan to Network profile.

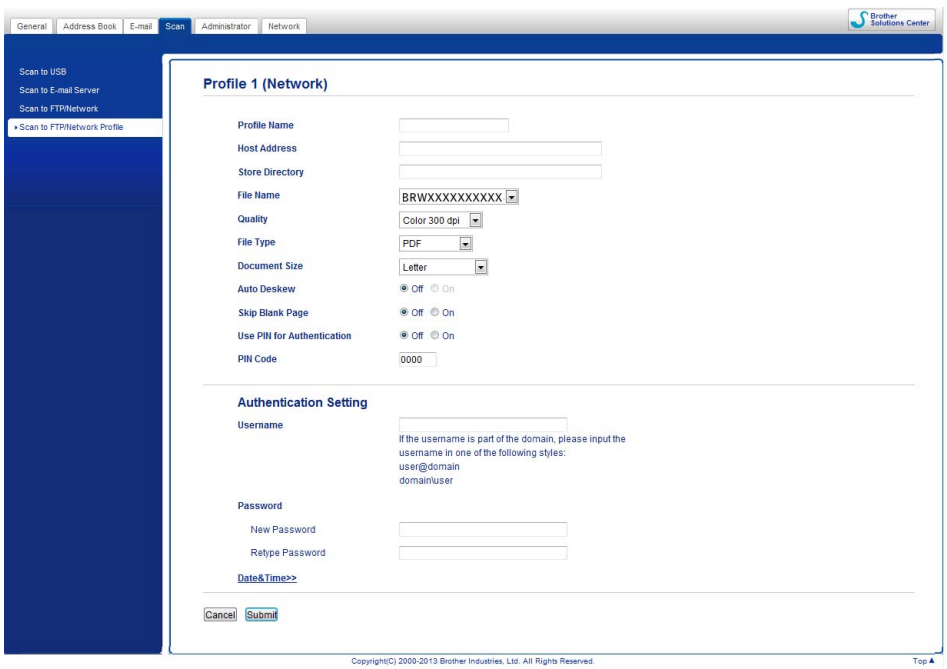
Choose **Scan to FTP/Network** in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields.

NOTE

Do not use unsuitable characters in the file name (for example ?, /, \, or *). They may cause a sending error when using Scan to Network.



Configure the Scan to Network Default Settings



1. Choose **Network** in **Scan to FTP/Network** from the **Scan** tab. Click **Submit**.
2. Choose the Profile you want to configure in **Scan to FTP/Network Profile**.
3. Enter the name that you want to use for the Scan to Network profile. This name will be displayed on the LCD of the machine and can be up to 15 characters.
4. The Host Address is the domain name of the CIFS server. Enter the Host Address (for example mypc.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).
5. Enter the destination folder where your document will be stored on the CIFS server (for example brother\abc) (up to 60 characters).
6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined file names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the scanner counter plus the file extension (for example, Estimate_098765.pdf).
7. Choose the quality, file type and document size you want to use for the scanned data. The following settings can be changed.

Setting	Options	Description
Quality	**Color 150 dpi** **Color 200 dpi** **Color 300 dpi** **Color 600 dpi** **B&W 150 dpi** **B&W 200 dpi** **B&W 300 dpi** **B&W 600 dpi** **Auto 150 dpi** **Auto 200 dpi** **Auto 300 dpi** **User Select** (ADS-1500W only)	■ You can select a scanning quality from the **Quality** drop-down list. Higher qualities take more memory and transfer time, but produce a finer scanned image. ■ If you select **User Select**, you must select the setting from the Control Panel of the machine.
File Type	**PDF** **TIFF** **JPEG** **User Select** (ADS-1500W only)	■ You can select the file type you want to use for the scanned data. ■ You can select **PDF** or **JPEG** when you select **Color** in **Quality**. ■ You can select **PDF** or **TIFF** when you select **B&W** in **Quality**. ■ You can select **PDF** when you select **Auto** in **Quality**. ■ If you select **User Select**, you must select the setting from the Control Panel of the machine.

Setting	Options	Description
Document Size	**Auto** **A4** **Letter** **Legal** **B5** **A5** **B6** **A6** **Business Card** **Long Paper** **User Select** (ADS-1500W only)	■ If you select **Auto**, you can scan documents of any size without making any adjustments to **Document Size**. [1] For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. ■ If you select **600 dpi** for **Quality**, you cannot select **Auto**. ■ You can select **A4**, **Letter**, **Legal**, **B5**, **A5**, **B6**, **A6**, **Business Card** or **Long Paper** when **Auto Deskew** is set to Off. ■ You can select **Long Paper** when you configure the settings as following: • **Quality**: other than **Auto** • **Auto Deskew**: Off • **Skip Blank Page**: Off

[1] Depending upon the condition of the original document, this function may not work properly.

8. Set **Auto Deskew** [1] to **On** if you want to correct the skew (within 5 degrees) of the scanned data.
9. Set **Skip Blank Page** [1] to **On** if you want to remove blank pages of the document from the scanned data.
10. If you want to protect the profile from unwanted users, choose **On** from **Use PIN for Authentication** and enter a 4-digit PIN number in **PIN Code**.
11. Enter the **Username** that has been registered with the CIFS server for the machine (up to 96 characters).
12. Enter the **Password** for access to the CIFS server (up to 32 characters).
13. Click **Submit**.
14. Choose **Date&Time** from the **General** tab.
15. Enter the date and time used on the CIFS server.
16. Choose the time zone from the pull-down list.
17. Click **Submit**.

Scan Using Scan to Network Profiles

1. Load your document.
2. Press ◄ or ► to display `to Network`.
3. Press `to Network`.
4. Press ▲ or ▼ to choose one of Network server profiles listed.
   If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the profile on the LCD.
   Press `OK`.
   Do one of the following:
   - If the Scan to Network profile is complete, go to ❼.
   - If the Scan to Network profile is not complete, go to ❺.
5. Press `Options`.
6. Choose the settings for `2-sided Scan`, `Scan Type`, `Resolution`, `File Type`, `Document Size`, `Auto Deskew`, `Skip Blank Page` and `User Name` as needed. Press `OK`.

NOTE

If you want to save the settings as a shortcut, press `Save as Shortcut`.

7. Press `Start`.
   The LCD shows `Connecting`. When the connection to the Network is successful the machine starts the scanning process.

Save Scanned Documents on Your Computer

Scan to PC (USB Connect)

(ADS-1000W)

NOTE

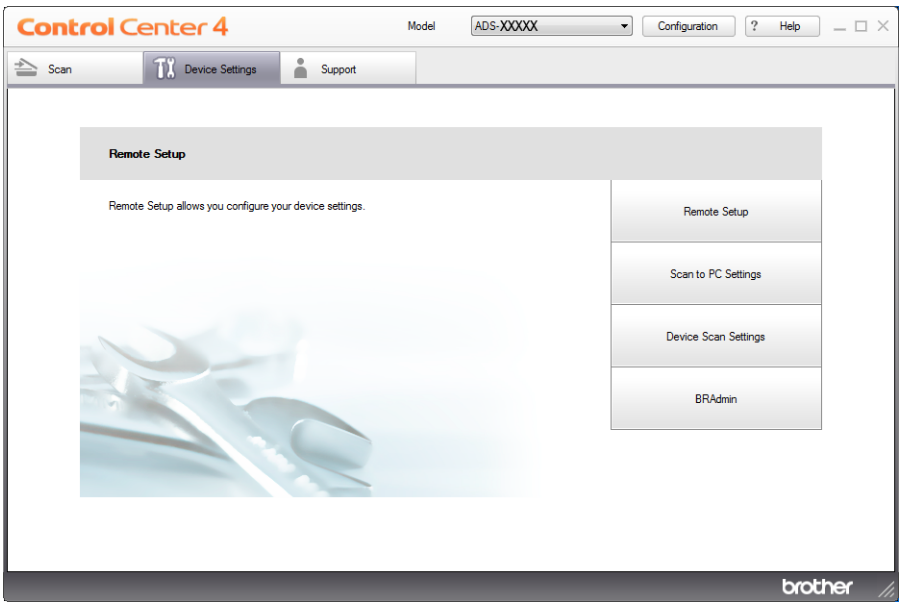
If you have set up the machine using the wireless network method with the installation DVD-ROM and a USB cable, you need to set up the machine using the USB interface method (see the Quick Setup Guide) to display the **Scan to PC Settings** button in the ControlCenter application and to use the Scan to PC (USB Connect) feature.

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

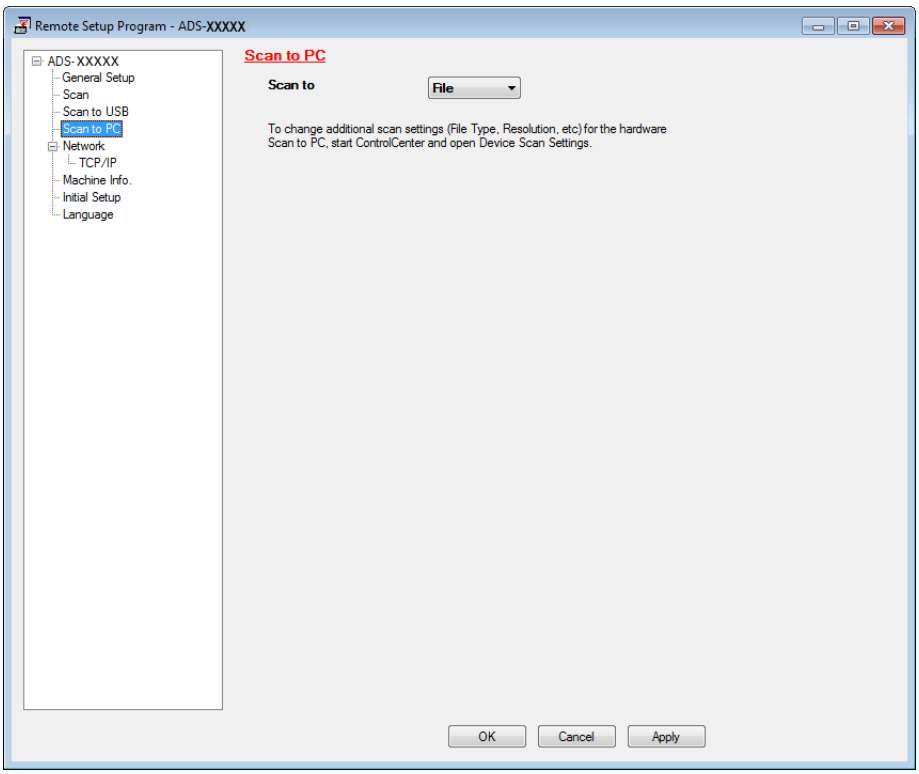
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click **Scan to PC Settings**. The Remote Setup window will appear.

3 Select **Scan to PC** in the folder tree (the example below uses Windows®).



4 Select a Scan-to action you want to use (Image, OCR, E-mail, or File) from the drop-down list.

5. Click **Apply** and then **OK**.
6. Configure the settings if needed (see *Change Scan to PC Settings (Windows®)* on page 150 or *Change Scan to PC Settings (Macintosh)* on page 156).
7. Load your document.
8. Press  and then  . The machine starts scanning.

(ADS-1500W)

1. Load your document.
2. Press ◄ or ► to display `to PC`.
3. Press `to PC`.
4. Press ◄ or ► to display the Scan-to action you want to do (`to OCR`, `to File`, `to Image` or `to E-mail`).
5. Press the Scan-to action you want to do and then `OK`.
6. Press ▲ or ▼ to display the destination computer you want to save on.
   Press the destination computer.
7. If the PIN entry screen is displayed, enter the four-digit PIN and press `OK`.
8. Press `Start`.
   The machine starts the scanning process.

NOTE

- You can configure the Scan-to settings from your computer. See *Change Scan to PC Settings (Windows®)* on page 150 or *Change Scan to PC Settings (Macintosh)* on page 156.
- If you want to save the settings as a shortcut, press `Save as Shortcut`. For more information, see *Create Scan Shortcuts (ADS-1500W only)* on page 162.

Scan to PC (Network Connect)

(ADS-1000W)

NOTE

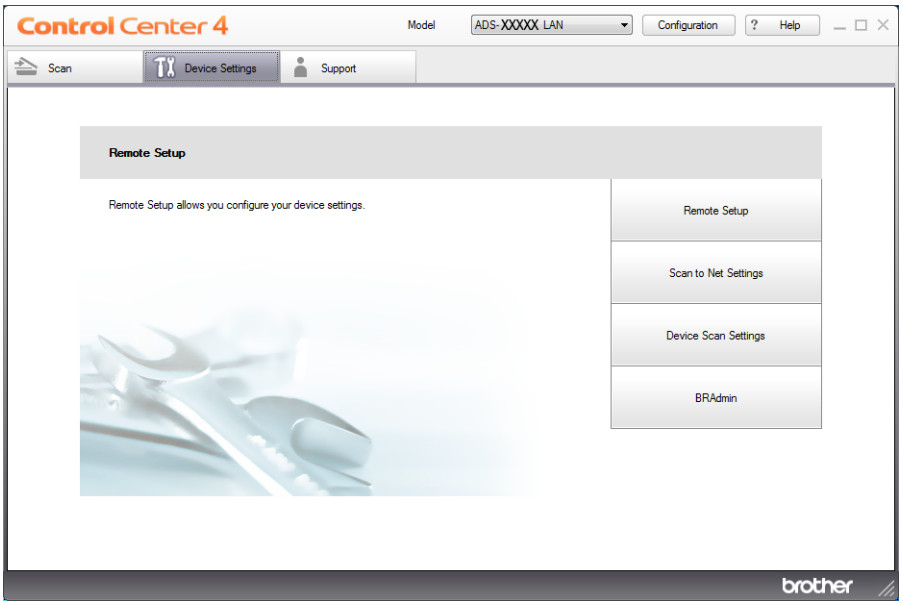
If you have set up the machine using the USB interface method, you need to set up the machine using the wireless network method with the installation DVD-ROM and a USB cable (see the Quick Setup Guide) to display the **Scan to Net Settings** button in the ControlCenter application and to use the Scan to PC (Network Connect) feature.

1 Start the ControlCenter application.

■ Windows®

1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



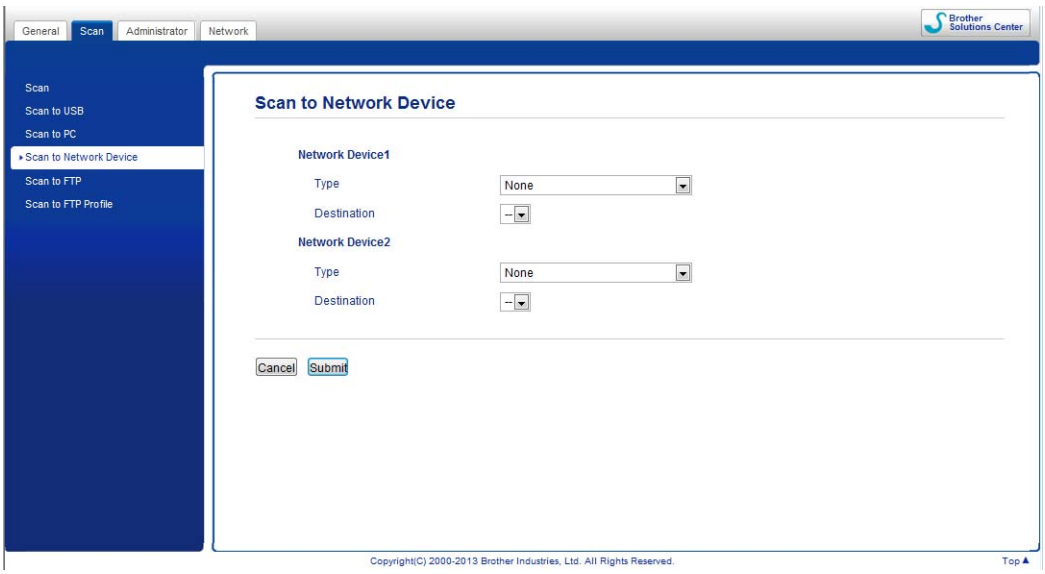
■ Macintosh

1 Click the (ControlCenter2) icon in the Dock. The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Scan to Net Settings** button. The Web Based Management window will appear.



3 Select the device (**Network Device 1** or **Network Device 2**) to which you want to assign the Scan to PC feature.

NOTE

The **Network Device 1** settings will be applied to  on the Control Panel of the machine.

The **Network Device 2** settings will be applied to  on the Control Panel of the machine.

4 Select **Scan to PC(Net Connect-XXXXXX)** (XXXXXX is a scan type) from the **Type** drop-down list for the selected device in ❸.

5 Select the destination computer from the **Destination** drop-down list for the selected device in ❸.

6 Click **Submit**.

7 Configure the settings if needed (see *Change Scan to PC Settings (Windows®)* on page 150 or *Change Scan to PC Settings (Macintosh)* on page 156).

8 Load your document.

9 Press your configured key and then  . The machine starts scanning.

(ADS-1500W)

1. Load your document.
2. Press ◄ or ► to display `to PC`.
3. Press `to PC`.
4. Press ◄ or ► to display the Scan-to action you want to do (`to OCR`, `to File`, `to Image` or `to E-mail`).
5. Press the Scan-to action you want to do and then `OK`.
6. Press ▲ or ▼ to display the destination computer you want to save on.
   Press the destination computer.
7. If the PIN entry screen is displayed, enter the four-digit PIN and press `OK`.
8. Press `Start`.
   The machine starts the scanning process.

NOTE

- You can configure the Scan-to settings from your computer. See *Change Scan to PC Settings (Windows®)* on page 150 or *Change Scan to PC Settings (Macintosh)* on page 156.
- If you want to save the settings as a shortcut, press `Save as Shortcut`. For more information, see *Create Scan Shortcuts (ADS-1500W only)* on page 162.

Scan Using Web Services (Windows Vista® SP2 or Later, Windows® 7 and Windows® 8)

The menu that allows you to use Web Services for scanning is displayed in **Destination** in **Scan to Network Device** from the **Scan** tab in Web Based Management (ADS-1000W only) or on the LCD of the machine (ADS-1500W), if you have installed the driver for scanning via Web Services. For information about installing Web Services, see *Installing drivers used for scanning via Web Services (Windows Vista®, Windows® 7 and Windows® 8)* in the *Network User's Guide*.

NOTE

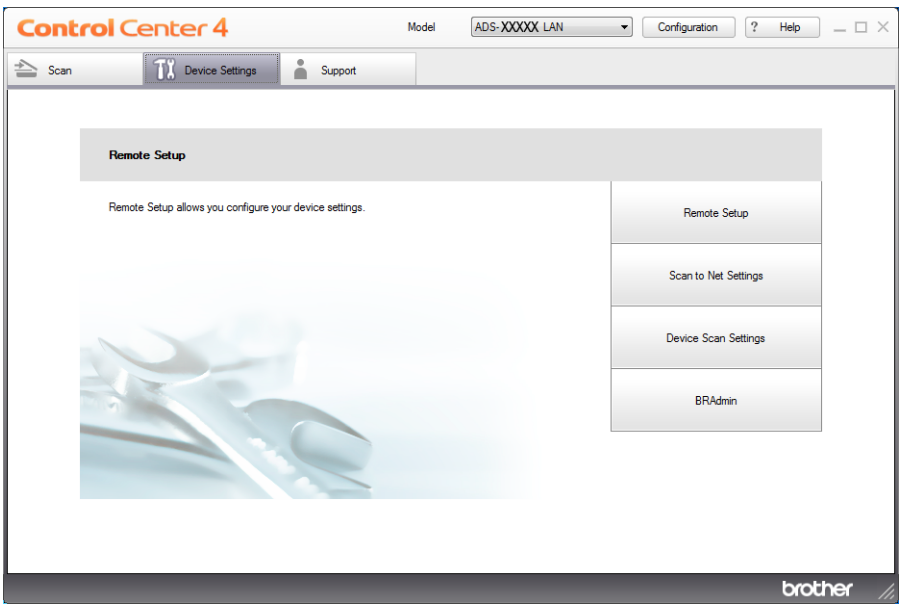
If the LCD or LED indications show Out of Memory, decrease the **Paper size** setting or the **Resolution** setting. For more information, see *Configuring Settings for Scanning* on page 138.

(ADS-1000W)

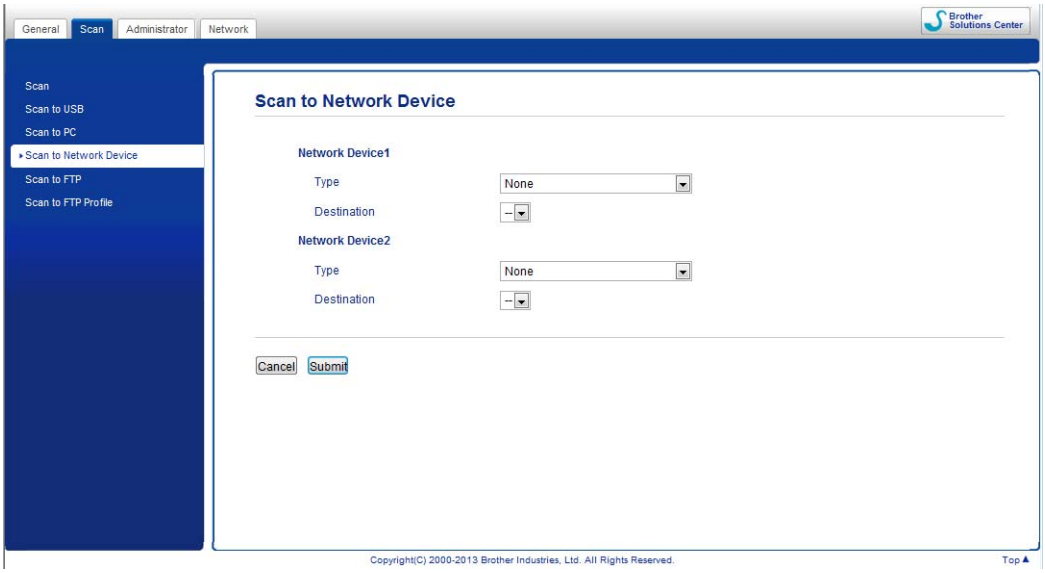
NOTE

If you have set up the machine using the USB interface method, you need to set up the machine using the wireless network method with the installation DVD-ROM and a USB cable (see the Quick Setup Guide) to display the **Scan to Net Settings** button in the ControlCenter application and to use the WS Scan feature.

1. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu.
   The **ControlCenter4** window will appear.
2. Click the **Device Settings** tab (the example below uses **Home Mode**).



3 Click the **Scan to Net Settings** button. The Web Based Management window will appear.



4 Select the device (**Network Device1** or **Network Device2**) to which you want to assign the Scan to PC feature.

NOTE

The **Network Device1** settings will be applied to 1 on the Control Panel of the machine.

The **Network Device2** settings will be applied to 2 on the Control Panel of the machine.

5 Select **WS Scan** from the **Type** drop-down list for the selected device in ❹.

6 Select the destination computer from the Destination drop-down list for the selected device in ❹.

7 Click **Submit**.

8 Load your document.

9 Press 1 or 2 for the device to which you assigned the WS Scan feature.

10 Press . The machine starts scanning.

(ADS-1500W)

NOTE

Certain characters in the messages displayed on the LCD may be replaced with spaces when the language settings of your OS and your Brother machine are different.

1 Load your document.

2 Press ◀ or ▶ to display `to PC`.

3. Press `to PC`.
4. Press ◀ or ▶ to display `WS Scan`.
5. Press `WS Scan` and then `OK`.
6. Press the type of scan you want to do.
7. Press ▲ or ▼ to display the destination computer you want to send to.
   Press the destination computer.
8. Press `Start`.
   The machine starts scanning process.

Configuring Settings for Scanning

If the LCD or LED indications show Out of Memory, decrease the **Paper size** setting or the **Resolution** setting.

1. (Windows Vista®)
   Click the  button, **Control Panel**, **Hardware and Sound**, then **Scanners and Cameras**.
   (Windows® 7)
   Click the  button, **Control Panel**, **Hardware and Sound**, then **Devices and Printers**.
   (Windows® 8)
   Move your mouse to the lower right corner of your desktop. When the menu bar appears, click **Settings**, and then click **Control Panel**. In the **Hardware and Sound** group, click **View devices and printers**.
2. Click your machine, and then click the **Scan Profiles** button.
   The **Scan Profiles** dialog box will appear.
3. Choose the scan profile you want to use. Make sure the scanner selected in **Scanner** is a Brother machine that supports Web Services for scanning.
   Click **Set as Default**.
4. Click **Edit**. The **Edit Default Profile** dialog box will appear.
5. Choose the **Source**, **Paper size**, **Color format**, **File type**, **Resolution**, **Brightness** and **Contrast** settings.
6. Click **Save Profile**. The settings will be applied when scanning using the Web Services protocol.

NOTE

If you are requested to choose a software application to scan, choose Windows® Fax and Scan or Windows® Photo Gallery from the list.

Save Scanned Documents on a USB Flash Drive

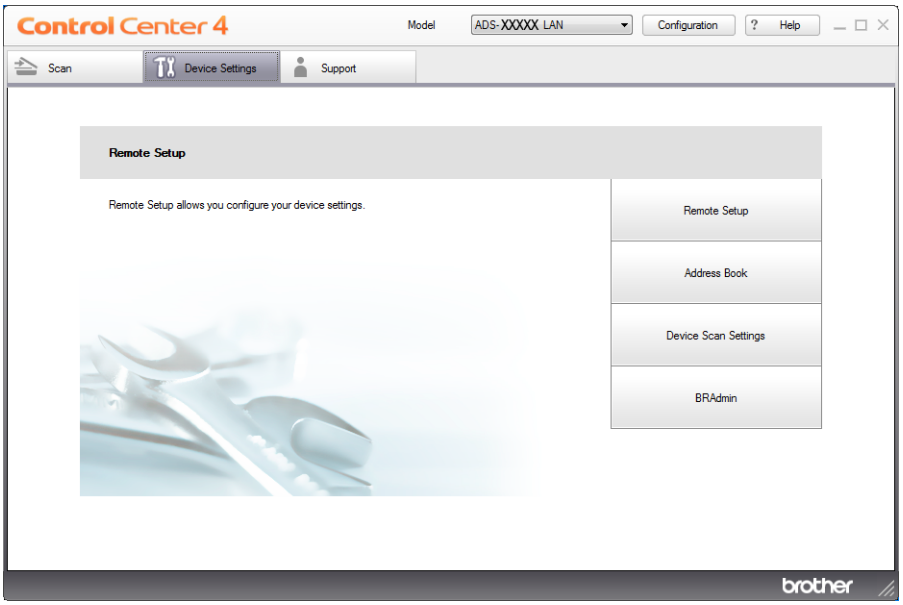
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

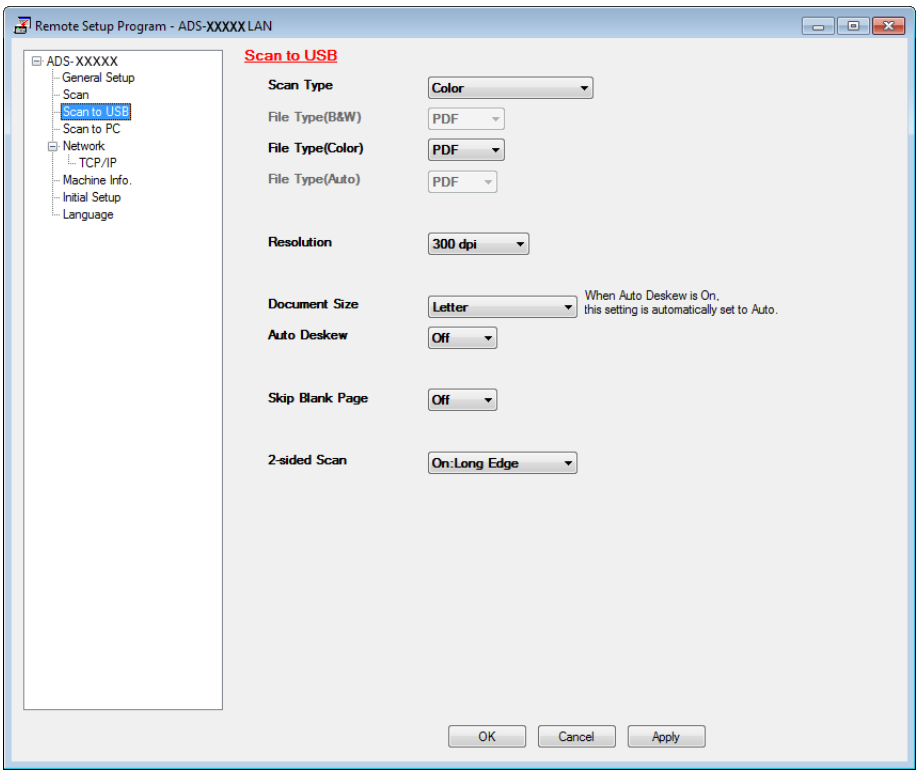
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **Scan to USB** in the folder tree and then configure scan settings as needed (the example below uses Windows®).



4. Click **Apply** and then **OK**.
5. Insert a USB flash drive into the machine.
6. Load your document.
7. Press  and then  . The machine starts scanning.

NOTE

The file name will be the current date plus a two-digit sequential number.

(ADS-1500W)

1. Insert a USB flash drive into your machine.
2. Load your document.
3. Press ◀ or ▶ to display `to USB`.
4. Press `to USB`.
5. Press `Options`.
6. Configure the settings for `2-sided Scan`, `Scan Type`, `Resolution`, `File Type`, `Document Size`, `File Name`, `Auto Deskew` and `Skip Blank Page` as needed. Press `OK`.

NOTE

- To select `Long Paper (up to 34in)` for `Document Size`, use these settings:
  - `Auto Deskew: Off`
  - `2-sided Scan: Off`
- If you want to save the settings as a new default, press `Set New Default`.
- If you want to restore all settings to the factory settings, press `Factory Reset`.

7. Press `Start`.
   The machine starts scanning, and then the scanned data is saved on the USB flash drive.

NOTE

If you want to save the settings as a shortcut, press `Save as Shortcut`. For more information, see *Create Scan Shortcuts (ADS-1500W only)* on page 162.

IMPORTANT

DO NOT remove the USB flash drive while the machine is scanning to the USB flash drive to avoid damaging the drive or the data stored on it.

Send Scanned Documents Directly to an Email Address (ADS-1500W only)

1. Load your document.
2. Press ◀ or ▶ to display `to E-mail Server`.
3. Press `to E-mail Server`.
4. Select the E-mail address you want to send to by doing one of the following:
   - If you want to select an E-mail address from the Address Book, see *Select an E-mail Address from the Address Book* on page 142.
   - If you want to enter an E-mail address manually, see *Enter an E-mail Address Manually* on page 143.

NOTE

You can select up to 200 E-mail addresses from the Address Book and enter up to 50 E-mail addresses manually. The scanned data will be sent to all of the addresses at the same time.

5. Press `OK` and then do one of the following:
   - If you want to use the default settings, go to ❽.
   - If you want to change the default settings, go to ❻.
6. Press `Options`.
7. Select the settings for `2-sided Scan`, `Scan Type`, `Resolution`, `File Type`, `Document Size`, `Auto Deskew` and `Skip Blank Page` as needed. Press `OK`.

NOTE

- If you want to save the settings as a new default, press `Set New Default`.
- If you want to restore all settings to the factory settings, press `Factory Reset`.

8. Press `Start`.
   The machine starts scanning and then sends the scanned document to the E-mail address directly.

NOTE

If you want to save the settings as a shortcut, press `Save as Shortcut`. For more information, see *Create Scan Shortcuts (ADS-1500W only)* on page 162.

Select an E-mail Address from the Address Book

1. Press ◀ or ▶ to display `to E-mail Server`.
2. Press `to E-mail Server`.
3. Press `Address Book`.

4. Press  . The software keyboard will appear on the LCD.
5. Enter the initial characters for your search and then press `OK`. The machine starts searching the Address Book, and then the search result will be shown.
6. Press ▲ or ▼ until you find the name you are looking for.
7. Press the name from the result.
8. Press `Apply`.

NOTE

- If you want to register an E-mail address in the Address Book, see *Set Up the Address Book (ADS-1500W only)* on page 144.
- You can select up to 200 E-mail addresses from the Address Book and enter up to 50 E-mail addresses manually. The scanned data will be sent to all of the addresses at the same time.

Enter an E-mail Address Manually

1. Press ◀ or ▶ to display `to E-mail Server`.
2. Press `to E-mail Server`.
3. Press `Manual`. The software keyboard will appear on the LCD.
4. Enter an E-mail address and then press `OK`.
5. Press `OK`.

NOTE

You can enter up to 50 E-mail addresses manually. The scanned data will be sent to all of the addresses at the same time.

Set Up the Address Book (ADS-1500W only)

The Address Book feature lets you select an E-mail address to send the scanned data directly. You can configure the Address Book from the Control Panel of the machine.

NOTE

You can also configure the Address Book with Remote Setup.

Register an E-mail Address

You can register up to 200 E-mail addresses and enter a name for each address.

1. Press ◄ or ► to display `to E-mail Server`.
2. Press `to E-mail Server`, `Address Book` and then `Edit`.
3. Press ▲ or ▼ to display `Add New Address`.
4. Press `Add New Address` and then `Name`.
5. Enter a name and then press `OK`.
6. Press `Address`.
7. Enter an E-mail address and then press `OK`.
8. Press `OK`.

Change an E-mail Address

1. Press ◄ or ► to display `to E-mail Server`.
2. Press `to E-mail Server`, `Address Book` and then `Edit`.
3. Press ▲ or ▼ to display `Change`.
4. Press `Change`.
5. Press ▲ or ▼ until you find the E-mail address you want to change.
6. Press the E-mail Address. If the E-mail address is used in one or more shortcuts, the LCD shows you that the address in the shortcut(s) will also change. Press `OK`.
7. Do one of the following:
   - If you want to change the name, go to step ❽.
   - If you want to change the E-mail address, go to step ❿.
8. Press `Name`. The software keyboard will appear on the LCD.

9. Enter a new name and then press OK. Go to step ⓬.
10. Press Address. The software keyboard will appear on the LCD.
11. Enter a new E-mail address and then press OK.
12. Press OK.

NOTE

The LCD shows you a list of shortcuts using the E-mail address you changed. The shortcut settings will automatically change.

Delete an E-mail Address

1. Press ◄ or ► to display to E-mail Server.
2. Press to E-mail Server, Address Book and then Edit.
3. Press ▲ or ▼ to display Delete.
4. Press Delete.
5. Press ▲ or ▼ until you find the E-mail address you want to delete.
6. Press the E-mail address and then OK.
7. Press Yes.

NOTE

You cannot delete an E-mail address used in a shortcut. Delete the shortcut first (see *Rename or Delete a Shortcut* on page 164).

Set Up a Group

You can register up to 6 groups.

NOTE

Before setting up a group, you need to register more than one E-mail address.

1. Press ◄ or ► to display to E-mail Server.
2. Press to E-mail Server, Address Book and then Edit.
3. Press ▲ or ▼ to display Setup Groups.
4. Press Setup Groups and then Name.
5. Enter a group name and then press OK.
6. Press Add/Delete.

7. Press ▲ or ▼ until you find the E-mail address you want to add to the group.
8. Press the E-mail address and then OK.
9. Press OK.

Change a Group

You can rename a group, add an E-mail address to the group and delete an E-mail address from the group.

1. Press ◀ or ▶ to display to E-mail Server.
2. Press to E-mail Server, Address Book and then Edit.
3. Press ▲ or ▼ to display Change.
4. Press Change.
5. Press ▲ or ▼ until you find the group you want to change.
6. Press the group name.
7. Do one of the following:
   - If you want to rename the group, go to step 8.
   - If you want to add an E-mail address to the group, go to step 10.
   - If you want to delete an E-mail address from the group, go to step 10.
8. Press Name. The software keyboard will appear on the LCD.
9. Enter a new group name. Go to step 14.
10. Press ▲ or ▼ to display Add/Delete.
11. Press Add/Delete.
12. Press ▲ or ▼ until you find the E-mail address you want to add or delete.
13. Press the E-mail address.
14. Press OK.
15. Press OK.

Delete a Group

1. Press ◄ or ► to display `to E-mail Server`.
2. Press `to E-mail Server`, `Address Book` and then `Edit`.
3. Press ▲ or ▼ to display `Delete`.
4. Press `Delete`.
5. Press ▲ or ▼ until you find the group name you want to delete.
6. Press the group name, and then `OK`.
7. Press `Yes`.

Scan Plastic Cards

(ADS-1000W)

1. Close the Top Cover if it is open.
2. Load a plastic card (see *Plastic Cards* on page 40).
3. Do one of the following:
   - Press  for Scan to PC (USB Connect).
   - Press  or  for Scan to PC (Network Connect) or Scan to FTP.

NOTE

- You need to assign the Scan to PC (Network Connect) feature to  or  before starting Scan to PC (Network Connect). See *Scan to PC (Network Connect)* on page 132.
- You need to assign the Scan to FTP feature to  or  before starting Scan to FTP. See *Scan Documents to an FTP Server* on page 116.

4. Press  . The machine starts scanning.

(ADS-1500W)

1. Register a shortcut (see *Card Scan* on page 163).
2. Close the Top Cover if it is open.
3. Load a plastic card (see *Plastic Cards* on page 40).
4. Press your configured shortcut.
5. Press `Start`. The machine starts scanning.

NOTE

To configure the settings in detail, see *Change Scan to PC Settings (Windows®)* on page 150 or *Change Scan to PC Settings (Macintosh)* on page 156 for Scan to PC, or *Scan Documents to an FTP Server* on page 116 for Scan to FTP.

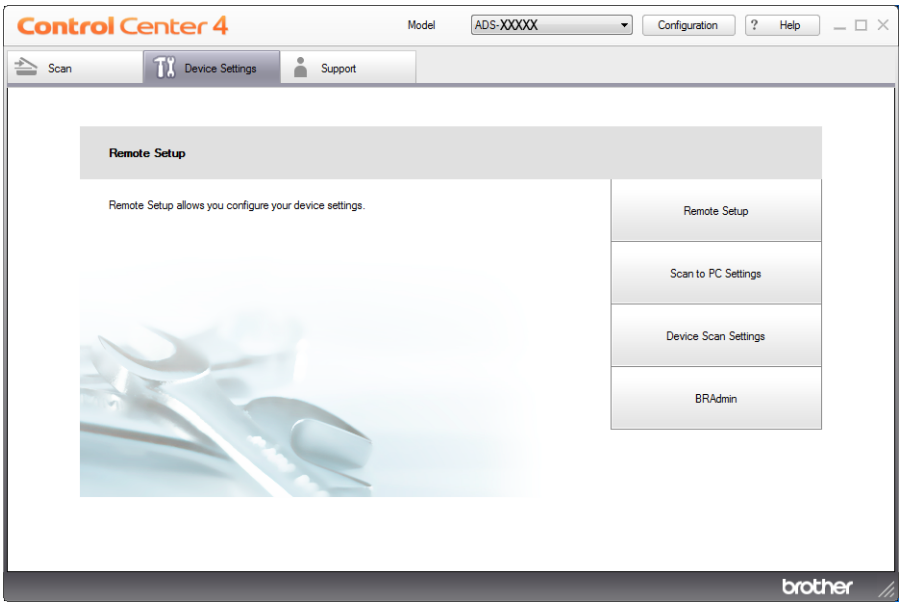
Upload Scanned Documents to the Web (ADS-1500W only)

Scan to Web lets you scan a document and upload it directly to Web Services. See the Web Connect Guide.

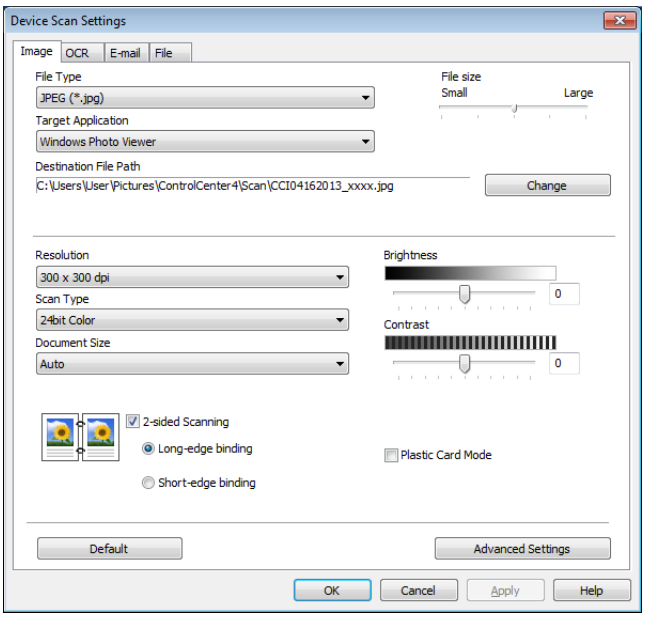
Change Scan to PC Settings (Windows®)

1. Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

2. Click the **Device Settings** tab (the example below uses **Home Mode**).



3. Click the **Device Scan Settings** button. The **Device Scan Settings** dialog box will appear.



4. Select the tab for the Scan-to action you want to change (**Image**, **OCR**, **E-mail**, or **File**).

5 Change the settings.
The following settings can be changed.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
File Type	Select the file type you want to use for the scanned data. **NOTE** • To save the document as a password-protected PDF, select **Secure PDF (*.pdf)** from the **File Type** drop-down list, click the (**Set PDF Password**) button, and enter the password (Image, E-mail and File only). • Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for. • To save the document as a searchable PDF, select **Searchable PDF (*.pdf)** from the **File Type** drop-down list. • To save the document as a searchable PDF, Nuance™ PaperPort™ 12SE must be installed on your computer. • Several file types such as TIFF, TIFF Multi-Page, PDF, Secure PDF and JPEG support file size compression. Select **Uncompressed** or **Compressed** to adjust the file size for TIFF or TIFF Multi-Page. For PDF, Secure PDF and JPEG, use the slider to adjust the file size (not available for Scan to OCR).	Yes	Yes	Yes	Yes
Target Application	Select the destination application from the drop-down list.	Yes	Yes	-	-
OCR Language	Set to match the language of the scanned document's text.	-	Yes	-	-
File Name	Click the **Change** button for **Image**, **OCR** or **E-mail**. Enter a prefix for the file name if needed.	Yes	Yes	Yes	Yes
Destination File Path	Click the **Change** button and then the folder icon to change the folder you would like to save your scanned document to.	Yes	Yes	Yes	-
Destination Folder	Click the folder icon and browse to the folder you would like to save your scanned document to. Check **Show Folder** to automatically display the destination folder after scanning.	-	-	-	Yes

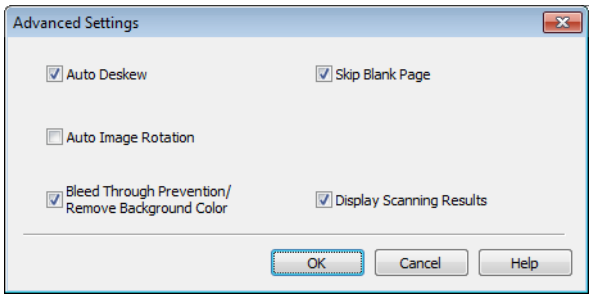
Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
File size	You can adjust the **File size** by moving the slider to the right or left. **NOTE** **File size** can be adjusted depending on your selected **File Type**.	Yes	-	Yes	Yes
Resolution	You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.	Yes	Yes	Yes	Yes
Scan Type	Lets you select from a range of scan color depth. **Black & White** Use for text or line art images. **Gray (Error Diffusion)** Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.) **True Gray** Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray. **24bit Color** Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time. **Auto** Uses suitable colors for your document automatically. [1]	Yes	Yes	Yes	Yes
Document Size	Document size is set to **Auto** by default. You can scan documents of any size without making any adjustments to **Document Size**. For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. [1] **NOTE** • If you select a 2 in 1 document size, two scanned images will be combined into one document. • You can select **Long Paper** when you configure the settings as following: • **Auto Deskew**: Off • **2-sided Scanning**: Off	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Brightness	Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.	Yes	Yes	Yes	Yes
Contrast	Adjust the setting (-50 to 50) to get the best image. The default value of 0 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**. **NOTE** The **Contrast** setting is only available when setting **Scan Type** to **Auto**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.	Yes	Yes	Yes	Yes
2-sided Scanning	If you check this box, the machine scans both sides of the document. When using the automatic 2-sided (duplex) scan feature, you must select **Long-edge binding** or **Short-edge binding** depending on the layout of your original to make sure that the data file created appears correctly in the scanned document. **NOTE** The 2-sided (duplex) scanning feature is available with lengths up to Legal size.	Yes	Yes	Yes	Yes

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Plastic Card Mode	Lets you scan cards, such as driver's licenses or insurance cards, using these automatic settings: ■ **Resolution**: **600 x 600 dpi** ■ **Document Size**: 2 in 1 (Auto) ■ **2-sided Scanning**: On (**Short-edge binding**) ■ **Auto Deskew**: On ■ **Auto Image Rotation**: Off **NOTE** • If you want to scan a plastic card with different settings, set **Plastic Card Mode** to off and **Resolution** to 600 dpi. • Load only one plastic card at a time.	Yes	Yes	Yes	Yes
Default	Restore all settings to their factory default values.	Yes	Yes	Yes	Yes

6 Click the **Advanced Settings** button. The **Advanced Settings** dialog box will appear.



7 Change the settings.
The following settings can be changed.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Auto Deskew	Corrects the skew (within 5 degrees) of the scanned data. [1]	Yes	Yes	Yes	Yes
Auto Image Rotation	Changes the direction of the document based on the text orientation. [1]	Yes	Yes	Yes	Yes
Bleed Through Prevention/ Remove Background Color	Prevents the Bleed Through phenomenon on a two-sided document, and also allows you to remove the base color of documents such as newspapers to make the scanned data more recognizable. [1]	Yes	Yes	Yes	Yes
Skip Blank Page	Removes blank pages of the document from the scanning results. [1]	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Display Scanning Results	Shows the numbers of total pages saved and blank pages skipped on your computer screen.	Yes	Yes	Yes	Yes

8 Click the **OK** button to close the **Advanced Settings** dialog box.

9 Click the **OK** button to close the **Device Scan Settings** dialog box.

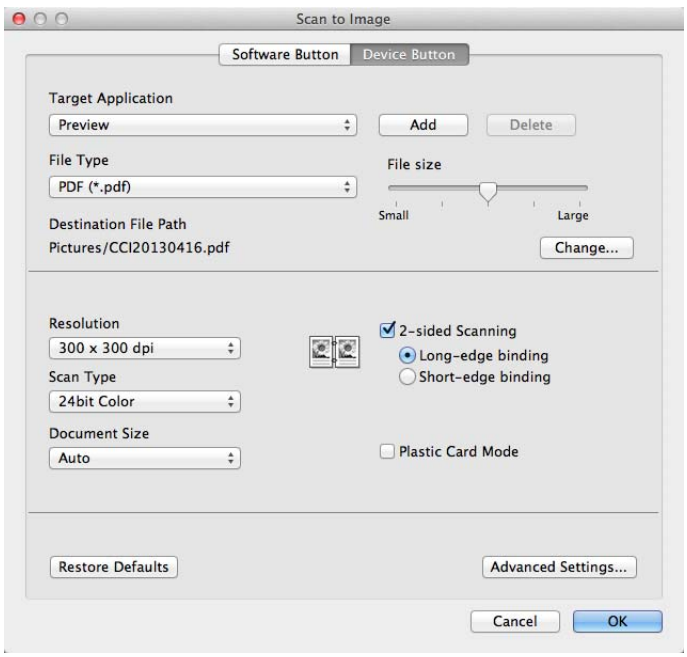
Change Scan to PC Settings (Macintosh)

1. Click the (ControlCenter2) icon in the Dock.
   The **ControlCenter2** window will appear.



2. While holding down the **Control** key click a button for the Scan-to action you want to change (**Image**, **OCR**, **E-mail**, or **File**). The Scan-to action setting dialog box will appear (the example below uses **Image**).

3. Click the **Device Button** tab.



4. Change the settings.
   The following settings can be changed.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Target Application (for Image, OCR and File) or **E-mail Application** (for E-mail)	You can select which application is used to open scanned data. Only applications installed on your computer can be selected. ■ **Add** button You can add an application to the drop-down list. Enter the **Application Name** (up to 30 characters) and select your preferred application by clicking the **Browse** button. Also select the **File Type** from the drop-down list. ■ **Delete** button You can delete an application that you have added. Select the **Application Name** and click the **Delete** button.	Yes	Yes	Yes	-
File Type	Select the file type you want to use for the scanned data. **NOTE** • To save the document as a password-protected PDF, select **Secure PDF (*.pdf)** for **File Type** and then enter the password in the **Set PDF Password** dialog box (Image, E-mail and File only). • Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for. • To save the document as a searchable PDF, select **Searchable PDF (*.pdf)** from the **File Type** drop-down list. • To save the document as a searchable PDF, Presto! PageManager must be installed on your computer from the supplied DVD-ROM. • Several file types such as TIFF, TIFF Multi-Page, PDF, Secure PDF and JPEG support file size compression. Select **Uncompressed** or **Compressed** to adjust the file size for TIFF or TIFF Multi-Page. For PDF, Secure PDF and JPEG, use the slider to adjust the file size (not available for Scan to OCR).	Yes	Yes	Yes	Yes
File size	You can adjust the **File size** by moving the slider to the right or left. **NOTE** **File size** can be adjusted depending on your selected **File Type**.	Yes	-	Yes	Yes

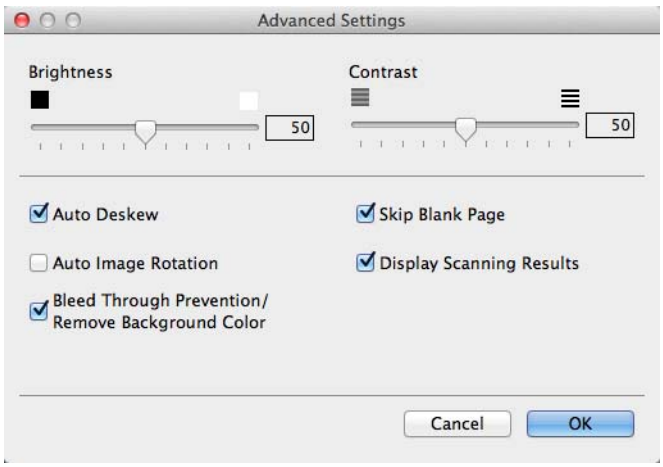
Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
OCR Software	Shows the application to extract the editable text data from the document.	-	Yes	-	-
OCR Language	Set to match the language of the scanned document's text.	-	Yes	-	-
File Name	Click the **Change** button for **Image**, **OCR** or **E-mail**. Enter a prefix for the file name if needed.	Yes	Yes	Yes	Yes
Destination File Path	Click the **Change** button and then the **Browse** button to change the folder you would like to save your scanned document to.	Yes	Yes	Yes	-
Destination Folder	Click **Browse** and browse to the folder you would like to save your scanned document to. Check **Show Folder** to automatically display the destination folder after scanning.	-	-	-	Yes
Resolution	You can select a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image.	Yes	Yes	Yes	Yes
Scan Type	Lets you select from a range of scan color depth. **Black & White** Use for text or line art images. **Gray (Error Diffusion)** Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.) **True Gray** Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray. **24bit Color** Uses up to 16.8 million colors to scan the image. Although using **24bit Color** creates an image with the most accurate color reproduction, it requires the most memory and has the longest transfer time. **Auto** Uses suitable colors for your document automatically. [1]	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Document Size	Document size is set to **Auto** by default. You can scan documents of any size without making any adjustments to **Document Size**. For faster scan speeds, you can select the exact size of your document from the **Document Size** drop-down list. [1] **NOTE** • If you select a 1 to 2 document size, the scanned image will be divided into two documents that are half the size of the setting. If you select **1 to 2 (A4)**, the scanned image will be divided into two 5.8 × 8.3 in. documents. • To do 1 to 2 scanning or 2 in 1 scanning, uncheck the **Auto Image Rotation** check box in the **Advanced Settings** dialog box. • If you select a 2 in 1 document size, two scanned images will be combined into one document. • You can select **Long Paper** when you configure the settings as following: • **Auto Deskew**: Off • **2-sided Scanning**: Off	Yes	Yes	Yes	Yes
2-sided Scanning	If you check this box, the machine scans both sides of the document. When using the automatic 2-sided (duplex) scan feature, you must select **Long-edge binding** or **Short-edge binding**, depending on the layout of your original, to make sure that the data file created appears correctly in the scanned document. **NOTE** The 2-sided (duplex) scanning feature is available with lengths up to Legal size.	Yes	Yes	Yes	Yes
Restore Defaults	Restore all settings to their factory default values.	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

5 Click the **Advanced Settings** button. The **Advanced Settings** dialog box will appear.



6 Change the settings.
The following settings can be changed.

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Brightness	Adjust the setting (0 to 100) to get the best image. The default value of 50 represents an average and is usually suitable for most images. You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. If the scanned image is too light, set a lower Brightness level and scan the document again. If the image is too dark, set a higher Brightness level and scan the document again.	Yes	Yes	Yes	Yes
Contrast	Adjust the setting (0 to 100) to get the best image. The default value of 50 represents an average and is usually suitable for most images. You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. **NOTE** The **Contrast** setting is only available when setting **Scan Type** to **Auto**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.	Yes	Yes	Yes	Yes
Auto Deskew	Corrects the skew (within 5 degrees) of the scanned data. [1]	Yes	Yes	Yes	Yes
Auto Image Rotation	Changes the direction of the document based on the text orientation. [1]	Yes	Yes	Yes	Yes

Setting	Description	Applicable Feature			
		Image	OCR	E-mail	File
Bleed Through Prevention/ Remove Background Color	Prevents the Bleed Through phenomenon on a two-sided document, and also allows you to remove the base color of documents such as newspapers to make the scanned data more recognizable. [1]	Yes	Yes	Yes	Yes
Skip Blank Page	Removes blank pages of the document from the scanning results. [1]	Yes	Yes	Yes	Yes
Display Scanning Results	Shows the numbers of total pages saved and blank pages skipped on your computer screen.	Yes	Yes	Yes	Yes

[1] Depending upon the condition of the original document, this function may not work properly.

7. Click the **OK** button to close the **Advanced Settings** dialog box.
8. Click the **OK** button to close the setting dialog box.

Create Scan Shortcuts (ADS-1500W only)

Register a Shortcut

Basic Scan

You can set up 12 shortcut menus.

1. Press Shortcuts.
2. Press 

.
3. Press ▲ or ▼ until you find the shortcut type you want to create.
4. Press the shortcut type and then OK.
5. Do one of the following:

   ■ to USB

   Configure settings for 2-sided Scan, Scan Type, Resolution, File Type, Document Size, File Name, Auto Deskew and Skip Blank Page as needed.

   Press OK and then Save as Shortcut.

NOTE

To select Long Paper (up to 34in) for Document Size, use these settings:

- Auto Deskew: Off
- 2-sided Scan: Off

   ■ to File, to OCR, to Image and to E-mail

   Select the type of scan and destination computer and then go to ❻.

   ■ to E-mail Server

   Configure settings for E-mail address(es), 2-sided Scan, Scan Type, Resolution, File Type, Document Size, Auto Deskew and Skip Blank Page as needed.

   Press OK and then Save as Shortcut.

NOTE

To select Long Paper (up to 34in) for Document Size, use these settings:

- Auto Deskew: Off
- 2-sided Scan: Off

■ to Network and to FTP

Select a profile name and then go to ❻.

■ to Web

NOTE

Occasionally, updates or announcements about your machine's feature will be displayed on the LCD. Read the information, and then press OK.

1 Press ▲ or ▼ to display the available services, and then press the desired service.

2 Press ▲ or ▼ to display your account name, and press it.

3 If the PIN entry screen is displayed, enter the four-digit PIN and press OK.

4 Select the function you want.

NOTE

The functions that can be set vary depending on the chosen service.

❻ Confirm your settings and then press OK. The software keyboard will appear on the LCD.

❼ Enter a shortcut name and then press OK.

❽ Press OK.

Card Scan

You can set up 4 shortcut menus

❶ Close the Top Cover if it is open.

❷ Press  .

❸ Open the Top Cover.

❹ Press 

.

❺ Press ▲ or ▼ until you find the shortcut type you want to create.

❻ Press the shortcut type and then OK.

NOTE

If the machine is connected to multiple computers, select the destination computer from the PC Name list.

❼ Press Save. The software keyboard will appear on the LCD.

❽ Enter a shortcut name and then press OK.

❾ Press OK.

Rename or Delete a Shortcut

Basic Scan

1. Press Shortcuts.
2. Press Edit/Delete.
3. Press the shortcut you want to rename or delete.
4. Press Edit Shortcut Name or Delete.
5. Do one of the following:
   - Edit Shortcut Name
     The software keyboard will appear on the LCD. Enter a new shortcut name and then press OK.
   - Delete
     The LCD shows you the shortcut name you are deleting. Press Yes.

Card Scan

1. Close the Top Cover if it is open.
2. Press  .
3. Open the Top Cover.
4. Press a shortcut you want to rename or delete.
5. Press Edit Card Scan Shortcut Name or Delete.
6. Do one of the following:
   - Edit Card Scan Shortcut Name
     The software keyboard will appear on the LCD. Enter a new shortcut name and then press OK.
   - Delete
     Press Yes.

7 Managing the Machine from Your Computer

Monitor the Status of the Machine from Your Computer (Windows®)

The Status Monitor utility is a configurable software tool for monitoring the status of one or more devices, allowing you to get immediate notification of error messages such as document jam.

Monitor the Status of the Machine from Your Computer

Do one of the following:

- Double-click the  icon in the task tray.
- (Windows® XP, Windows Vista® and Windows® 7)

  Click  (**Start**) > **All Programs** > **Brother** > **ADS-XXXXX** > **Status Monitor**.
- (Windows® 8)

  Click  (**Brother Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **Tools** in the left navigation bar, and then click **Status Monitor**.



- **Troubleshooting**

  Lets you access the troubleshooting web site by clicking the **Troubleshooting** button.
- **Visit the Genuine Supplies website**

  Lets you access the Brother genuine supplies web site by clicking the **Visit the Genuine Supplies website** button.

- **Pick-up Roller Count**

  Displays the Pick-up Roller replacement cycle.
- **Separation Pad Count**

  Displays the Separation Pad replacement cycle.

NOTE

For more information about using the Status Monitor software, right-click the **Brother Status Monitor** icon and select **Help**.

Error Notifications

Right-click the **Brother Status Monitor** icon and then click **Enable error notifications**. to clear the check mark.

What are the Status Monitor Indicators?

Once you start up your computer, the **Brother Status Monitor** icon appears on the tasktray.

	A green icon indicates the normal stand-by condition.
	A yellow icon indicates a warning.
	A red icon indicates an error has occurred.
	A gray icon indicates the offline condition.

Monitor the Status of the Machine from Your Computer (Macintosh)

The Status Monitor utility is a configurable software tool for monitoring the status of a device, allowing you to get immediate notification of error messages such as document jam. The Status Monitor starts from the ControlCenter2.

Monitor the Status of the Machine from Your Computer

1. Click the (ControlCenter2) icon in the Dock.
   The **ControlCenter2** window will appear.
2. Select the **DEVICE SETTINGS** tab.



3 Click the **Status Monitor** button.
The **Status Monitor** window will appear and display the status of devices.



■ **Troubleshooting**

Lets you access the troubleshooting web site by clicking the **Troubleshooting** button.

■ **Visit the Genuine Supplies website**

Lets you access the Brother genuine supplies web site by clicking the **Visit the Genuine Supplies website** button.

■ **Pick-up Roller Count**

Displays the Pick-up Roller replacement cycle.

■ **Separation Pad Count**

Displays the Separation Pad replacement cycle.

Turn the AutoLoad Feature On/Off (ControlCenter2)

1. Click the (ControlCenter2) icon in the Dock.
   The **ControlCenter2** window will appear.



2. Click **Configuration** and then select **Preferences**.
   The **ControlCenter2 Preferences** window will appear.



3. Check (or uncheck) **Start ControlCenter on computer startup**.
4. Click the **OK** button.

Set Up the Brother Machine from Your Computer

The Remote Setup application lets you configure many machine settings from your computer. When you start the Remote Setup application, the settings on your Brother machine will be downloaded automatically to your computer and displayed on the screen. If you change the settings, you can upload them directly to the machine.

NOTE

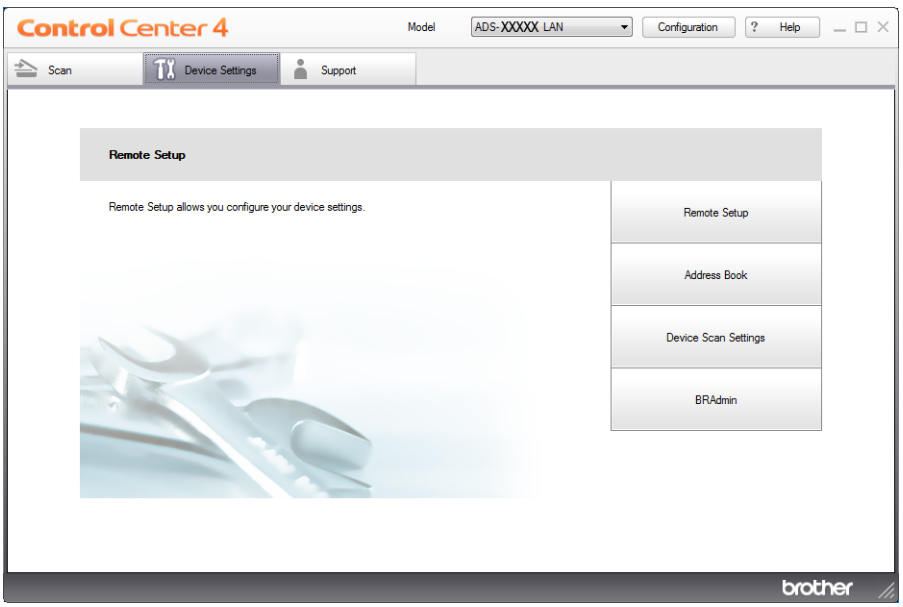
- If an error occurs, Remote Setup will not start. Correct the error and then try to start Remote Setup again.
- Windows®
  - If your computer is protected by a firewall, and is unable to use Remote Setup, you may need to configure the firewall settings to allow communication through port number 137 and 161.
  - If you are using Windows® Firewall and you installed MFL-Pro Suite from the DVD-ROM, the necessary Firewall settings have already been made.

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

NOTE

You can also start Remote Setup by following the instructions below:

- (Windows® XP, Windows Vista® and Windows® 7)

  Click (**Start**) > **All Programs** > **Brother** > **ADS-XXXXX** > **Remote Setup**.

- (Windows® 8)

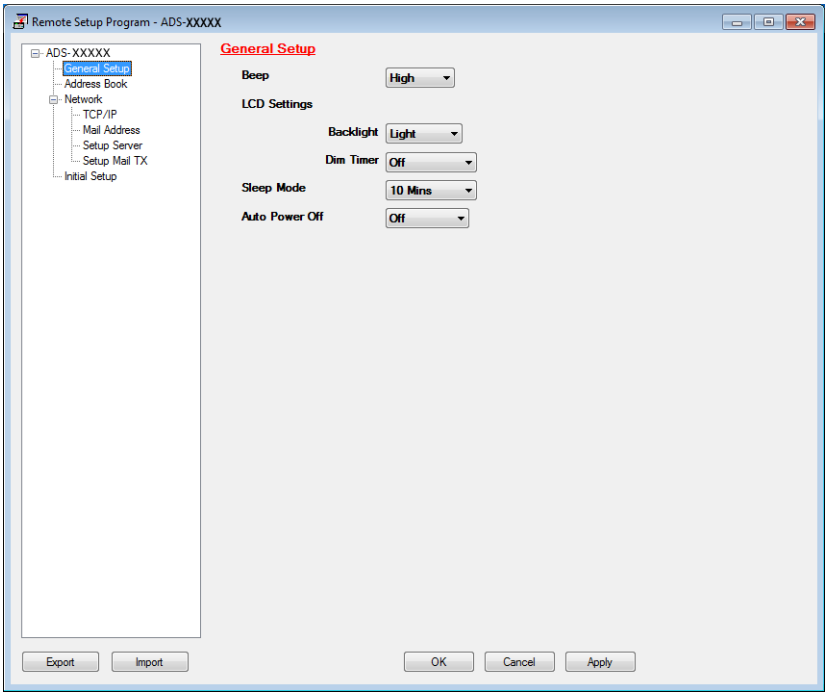
  Click (**Brother Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **Tools** in the left navigation bar, and then click **Remote Setup**.

- Macintosh

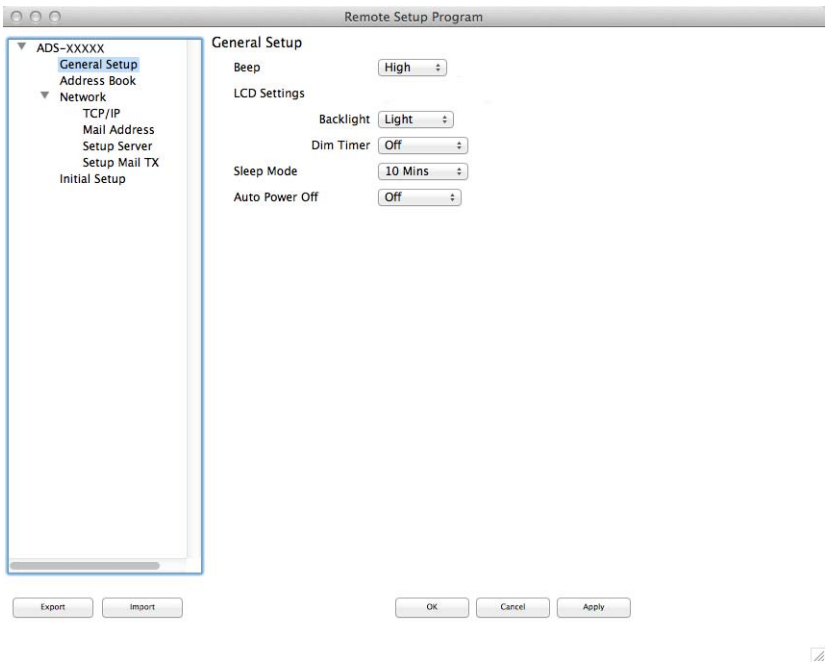
  Click **Go** from the **Finder** bar, **Applications**, **Brother**, and then double-click the **RemoteSetup** icon.

3 Select a menu in the folder tree and then configure the settings as needed (the example below uses **General Setup**).

■ Windows®



■ Macintosh



■ **OK**

Lets you start uploading data to the machine and exit the Remote Setup application. If an error message is displayed, enter the correct data again and then click **OK**.

■ **Cancel**

Lets you exit the Remote Setup application without uploading data to the machine.

■ **Apply**

Lets you upload data to the machine without exiting the Remote Setup application.

Remote Setup synchronizes the date and time of the machine with the connected computer during startup.

NOTE

- You can use the **Export** button to save all your settings for your machine.
- (Windows®)

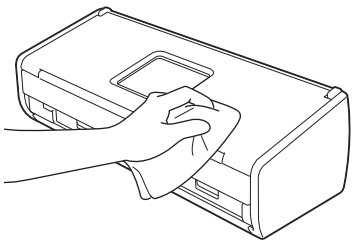
  If your computer is protected by a firewall, and is unable to use **Remote Setup**, you may need to configure the firewall settings to allow communication through port number 137.
- If you are using Windows® Firewall and you installed MFL-Pro Suite from the DVD-ROM, the necessary Firewall settings have already been made.
- (Macintosh)

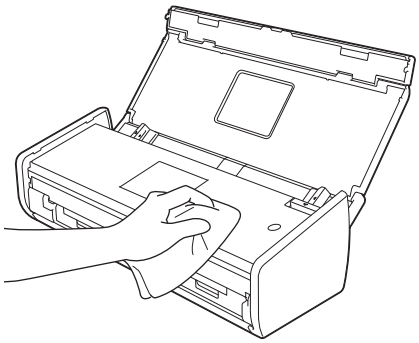
  If you need to change the machine that was registered to your computer during the installation of MFL-Pro Suite (see the Quick Setup Guide), or if the network environment was changed, you need to specify the new machine. Open the **Device Selector** and choose the new machine. (For network users only)

8 Routine Maintenance

Clean the Outside of the Machine

1. Wipe the outside of the machine with a dry, soft, and lint-free cloth to remove dust.

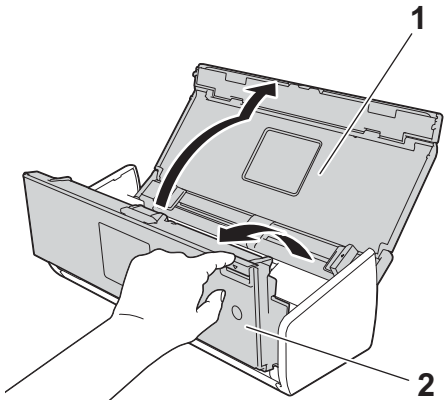




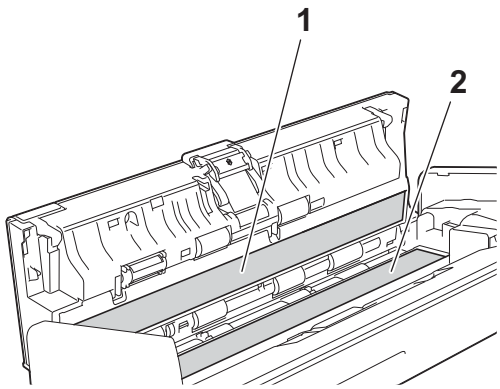
Clean the Scanner

A spot of dirt or correction fluid on the glass strip may cause poor-quality scans. Clean the inside of the scanner if a vertical line appears in the scanned data or if areas are missing in the scanned data.

1. Unplug the machine from the AC power outlet.
2. Open the Top Cover (1) and the Front Cover (2).

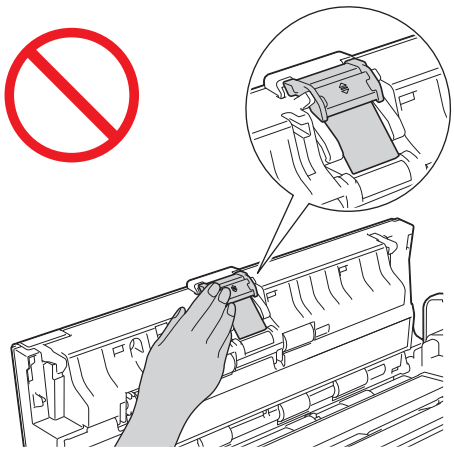


3. In the document feeder unit, clean the glass strips (1) (2) with a soft lint-free cloth moistened with water.

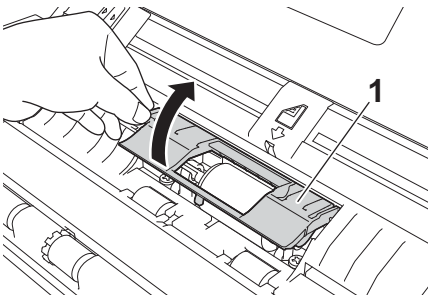


IMPORTANT

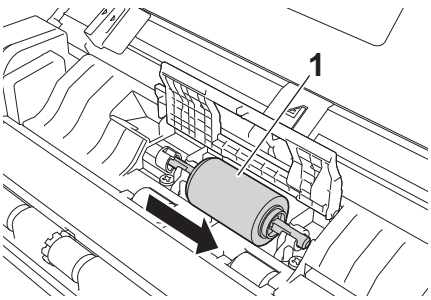
Be careful when touching the Separation Pad and its surrounding area in the machine. Otherwise, you could cause serious damage to the machine.



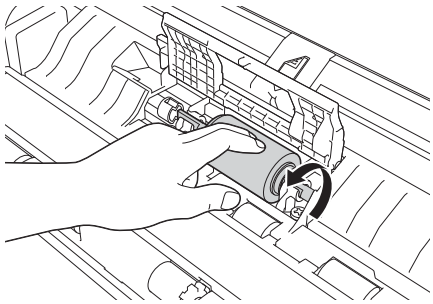
4 Pinch the Pick-up Roller Cover (1) and then pull the cover up.



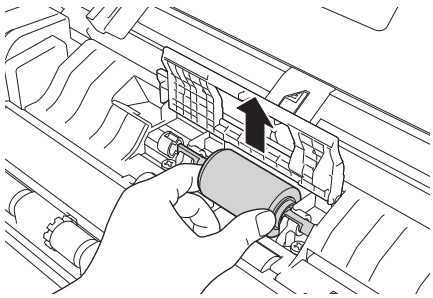
5 Slide the Pick-up Roller (1) to the right edge.



6 The holder of the Pick-up Roller has a narrow opening that is designed to avoid dropping the roller, and the shape of the shaft of the Pick-up Roller matches the opening. Turn the Pick-up Roller around until the shape of the shaft matches the opening of the holder.



7 Pinch and pull the Pick-up Roller out of the machine.

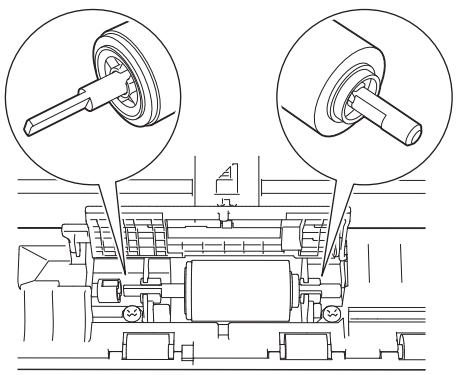


8 Clean the Pick-up Roller with a soft lint-free cloth moistened with water.

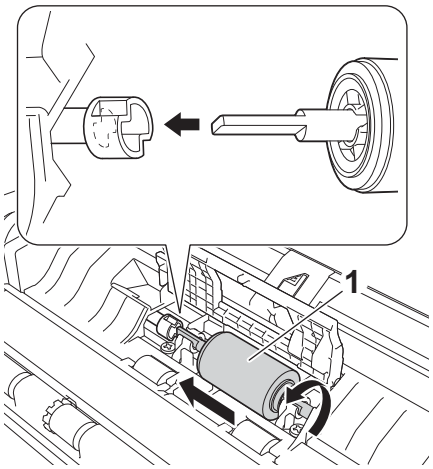
9 Place the Pick-up Roller into the machine.

NOTE

Confirm the left and right sides of the Pick-up Roller before attaching it.



⑩ Slide the Pick-up Roller (1) to the left edge while turning the Pick-up Roller.



⑪ Close the Pick-up Roller Cover.

⑫ Close the Front Cover and the Top Cover.

NOTE

In addition to cleaning the glass strips with a soft lint-free cloth moistened with water, run your fingertip over the glass to see if you can feel anything on it. If you feel dirt or debris, clean the glass again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, scan a document after each cleaning attempt.



When there is a spot of dirt or correction fluid on the glass strip the scanned sample shows a vertical line.



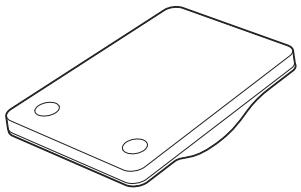
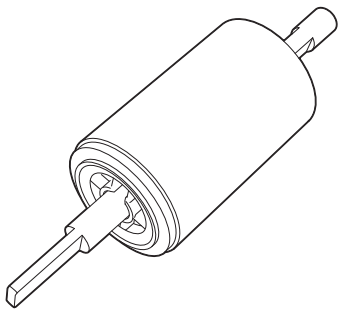
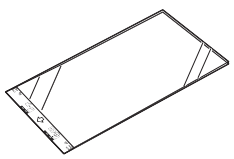
After the glass strip is cleaned the vertical line is gone.

Replace Consumables

The Status Monitor will tell you when the machine detects that consumables are near the end of their life.

Order Consumables

The following table lists the part numbers of consumables and rough guidelines for replacing these parts.

No.	Part Name	Part No.	Standard Replacement Cycle
1	Separation Pad 	SP-C0001	10,000 sheets (A4 or Letter) or 1 year
2	Pick-up Roller 	PUR-C0001	50,000 sheets (A4 or Letter) or 1 year
3	Receipt Carrier Sheet 	CS-RE001	500 times

NOTE

The usage may vary depending on the usage environment, type of documents, and how often documents are scanned.

These parts are available at most Brother retailers. If you cannot find the part you need and you have a Visa, MasterCard, Discover, or American Express credit card, you can order parts directly from Brother. (You can visit us online for a complete selection of the Brother parts and supplies that are available for purchase.)

NOTE

In Canada only Visa and MasterCard are accepted.

In USA: 1-877-552-MALL (1-877-552-6255)
1-800-947-1445 (fax)

http://www.brothermall.com/

In Canada:

http://www.brother.ca/

Check Consumable Replacement Cycle

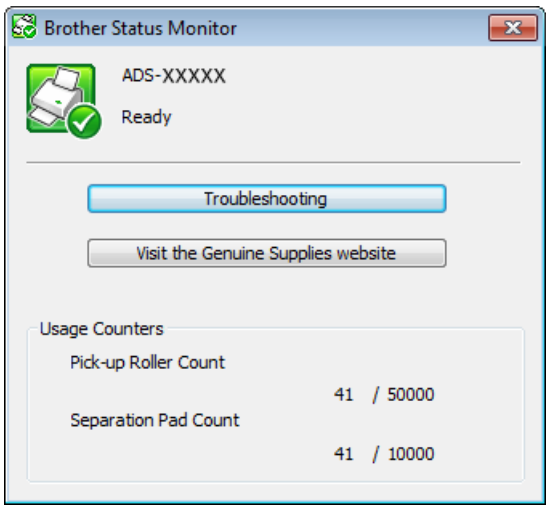
(ADS-1000W)

1 Start the Status Monitor application.

■ Windows®

Double-click the  icon in the task tray.

The **Status Monitor** window will appear.



■ Macintosh

1 Click the  (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Select the **DEVICE SETTINGS** tab.



3 Click the **Status Monitor** button.
The **Status Monitor** window will appear.



(ADS-1500W)

1. Press (`Settings`).
2. Press ▲ or ▼ to display `Machine Info`.
3. Press `Machine Info`.
4. Press `Usage Counters`. The LCD will show `Separation Pad Count` and `Pick-up Roller Count`.

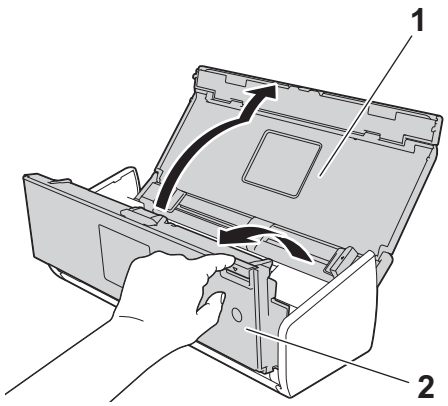
NOTE

If the LCD or LED indications warn you to replace the Separation Pad and/or the Pick-up Roller, order the necessary parts and then replace the used parts with new ones.

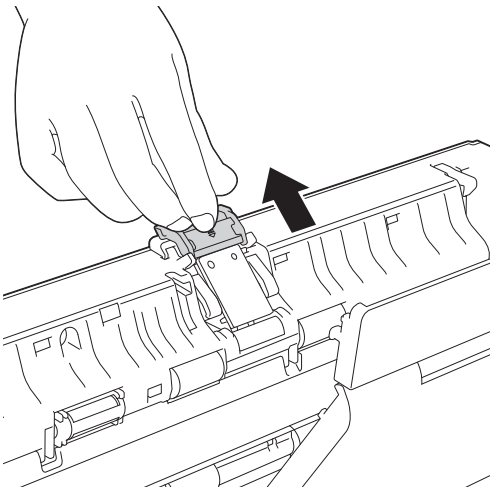
Replace the Separation Pad

Your machine is equipped with a scan counter. The counter automatically counts how many times the machine has scanned. When the machine scans 10,000 times, the machine will display a message on the Status Monitor to remind you to replace the Separation Pad.

1. Open the Top Cover (1) and the Front Cover (2).

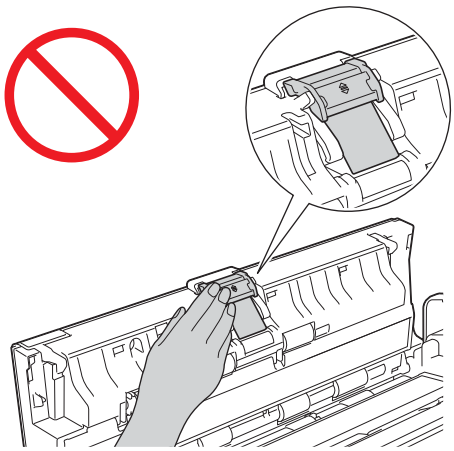


2. Slide the Separation Pad Holder up.

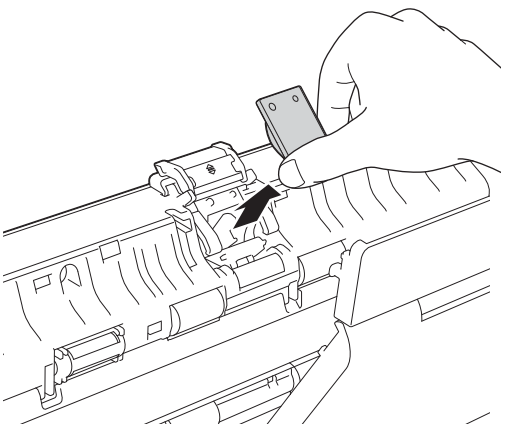


IMPORTANT

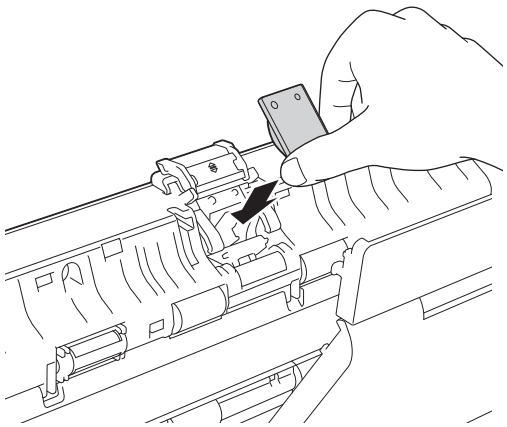
Be careful when touching the Separation Pad and its surrounding area in the machine. Otherwise, you could cause serious damage to the machine.



3 Pinch and pull the Separation Pad upward.



4 Attach a new Separation Pad.



5 Securely slide the Separation Pad Holder down.

6 Close the Front Cover and the Top Cover.

7 Reset the counter (see *Reset the Usage Counters* on page 188).

NOTE

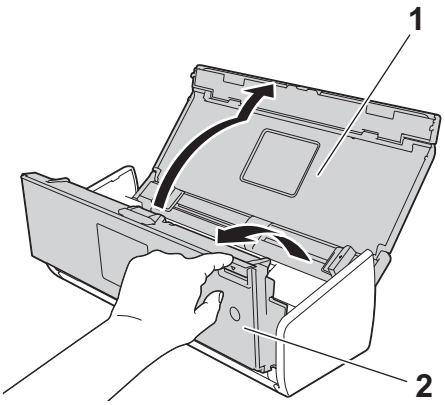
Confirm the following items:

- The value of Separation Pad Count is 0 (see *Check Consumable Replacement Cycle* on page 181).
- The error message on the Status Monitor has been cleared.
- The LCD or LED indications do not show Replace Pad and Replace Parts.

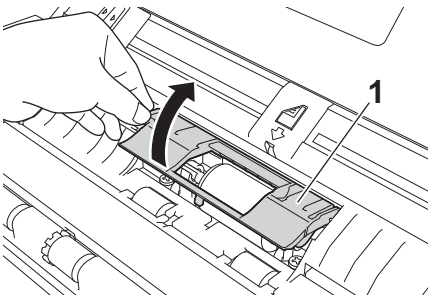
Replace the Pick-up Roller

Your machine is equipped with a scan counter. The counter automatically counts how many times the machine has scanned. When the machine scans 50,000 times, the machine will display a message on the Status Monitor to remind you to replace the Pick-up Roller.

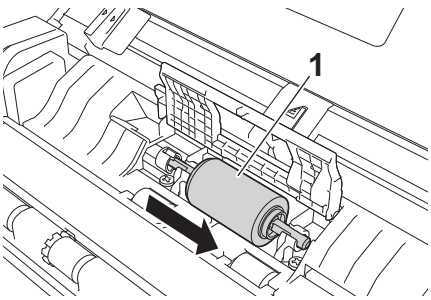
1. Open the Top Cover (1) and the Front Cover (2).



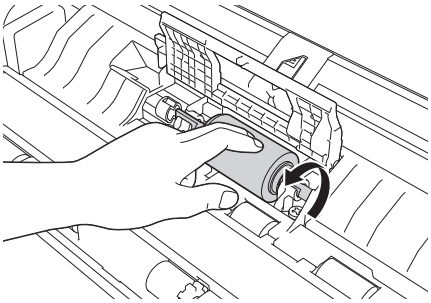
2. Pinch the Pick-up Roller Cover (1) and then pull the cover up.



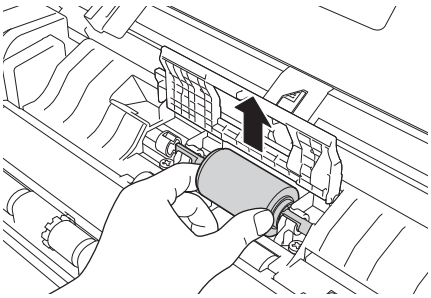
3. Slide the Pick-up Roller (1) all the way to the right.



4 The holder of the Pick-up Roller has a narrow opening, and the shape of the shaft of the Pick-up Roller matches this opening. Rotate the Pick-up Roller until you can fit the shaft into the opening of the holder.



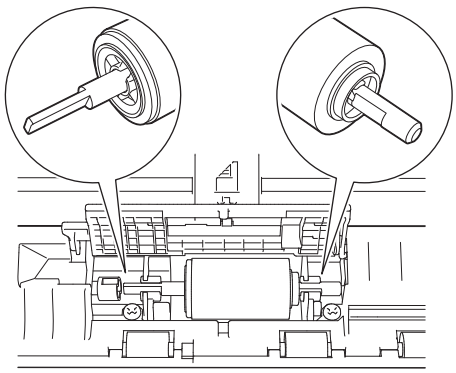
5 Pinch and pull the Pick-up Roller out of the machine.



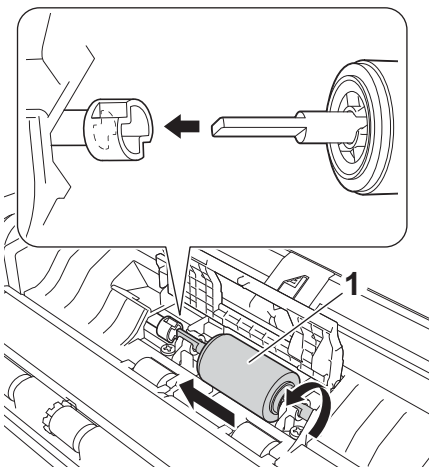
6 Place a new Pick-up Roller into the machine.

NOTE

Identify the left and right sides of the Pick-up Roller before attaching it.



7 Slide the Pick-up Roller (1) to the left edge while turning the Pick-up Roller.



8 Close the Pick-up Roller Cover firmly.

9 Close the Front Cover and the Top Cover.

10 Reset the counter (see *Reset the Usage Counters* on page 188).

NOTE

Confirm the following items:

- The value of Pick-up Roller Count is 0 (see *Check Consumable Replacement Cycle* on page 181).
- The error message on the Status Monitor has been cleared.
- The LCD or LED indications do not show Replace Roller and Replace Pad.

Reset the Usage Counters

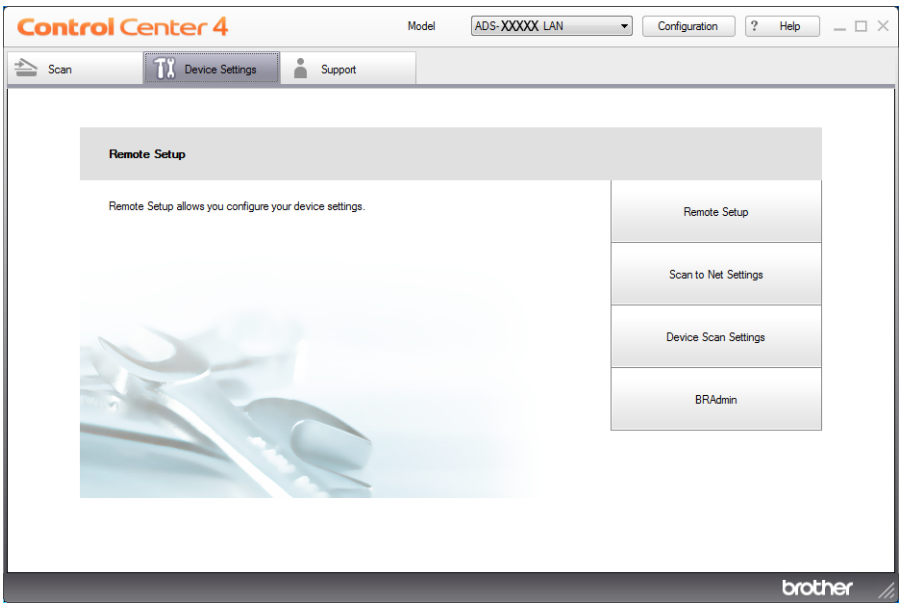
(ADS-1000W)

1 Start the ControlCenter application.

■ Windows®

1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu.
The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

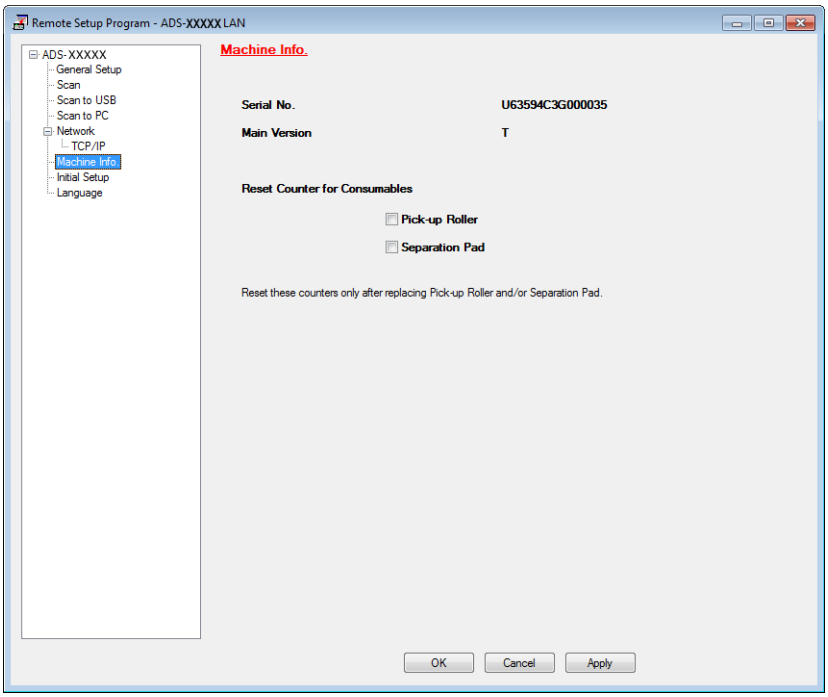
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear.

3 Select **Machine Info**. in the folder tree and then configure scan settings as needed (the example below uses Windows®).



4 Do one of the following:

- To reset the counter for the Separation Pad, check the **Separation Pad** check box for **Reset Counter for Consumables**.
- To reset the counter for the Pick-up Roller, check the **Pick-up Roller** check box for **Reset Counter for Consumables**.

5 Click **Apply** and then **OK**.

(ADS-1500W)

1 Press  (`Settings`).

2 Press ▲ or ▼ to display `Machine Info`.

3 Press `Machine Info`.

4 Press `Usage Counters`.

5 Do one of the following:

- To reset the counter for the Separation Pad, press `Separation Pad Count`.
- To reset the counter for the Pick-up Roller, press `Pick-up Roller Count`.

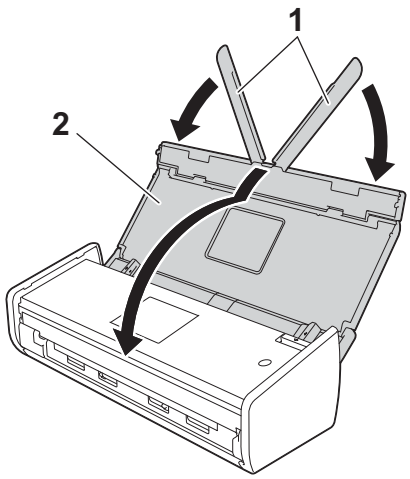
6 The LCD shows the confirmation message. Press `Yes`.

7 Press  .

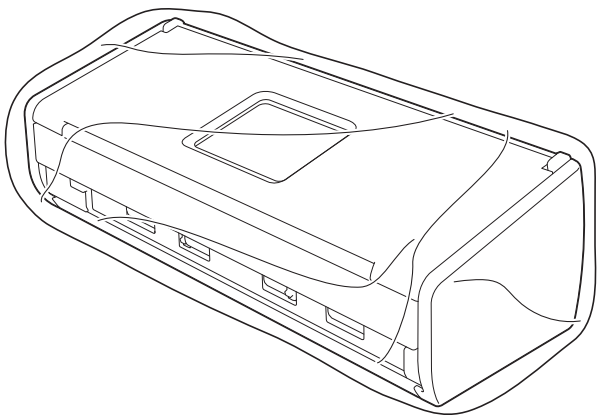
Packing and Shipping the Machine

When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, any damage that may occur in transit may not be covered by your warranty. The machine should be adequately insured with the carrier.

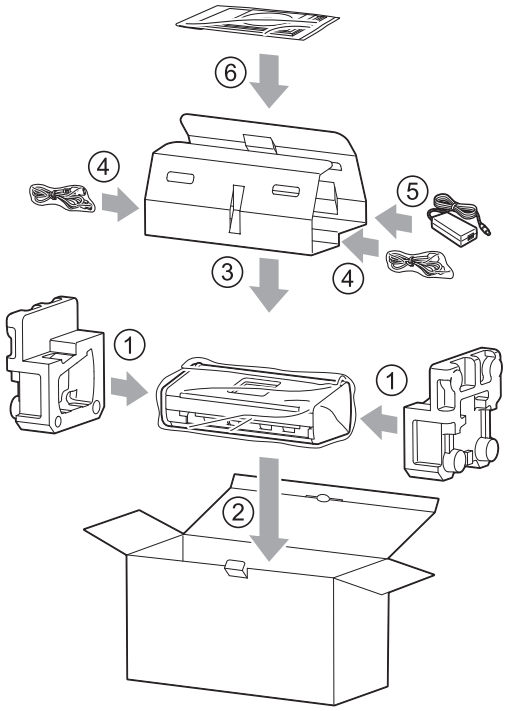
1. Fold the Document Support Arms (1) and then close the Top Cover (2) gently.



2. Wrap the machine in the bag it originally came in.



3 Pack the machine and the printed materials in the original carton with the original packing material as shown below.



NOTE

If you are returning your machine to Brother as part of the Exchange Service, pack only the machine. Keep all separate parts (power cord, AC adapter and USB cable) and printed materials to use with your “Exchange” machine.

4 Close the carton and tape it shut.

9 Troubleshooting

Identifying Your Problem

First, check the following:

- The AC adapter is connected properly and the machine is turned on.
- All of the protective parts have been removed.
- The Front Cover, Separation Pad Cover and Pick-up Roller Cover are completely closed.
- The interface cable is securely connected to the machine and the computer.
- The correct driver for the machine has been installed.
- The computer is connected to the correct port on the machine.

Error and Maintenance Messages

As with any sophisticated office product, errors may occur and consumable items may need to be replaced. If this happens, your machine identifies the problem and shows an error message. The most common error and maintenance messages are shown below (the messages will be displayed on Status Monitor or the LCD of the machine (ADS-1500W only)).

You can correct most errors and clear routine maintenance messages by yourself. If you need more help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.

Visit us at http://solutions.brother.com/

NOTE

(For ADS-1000W users only)

See also *LED Indications (ADS-1000W only)* on page 223.

Error	Cause	Action
Replace Pad	The Separation Pad has been used over 10,000 times.	Replace the Separation Pad with a new one. Scanning errors may occur if you do not replace the part. See *Replace the Separation Pad* on page 183.
Replace Roller	The Pick-up Roller has been used over 50,000 times.	Replace the Pick-up Roller with a new one. Scanning errors may occur if you do not replace the part. See *Replace the Pick-up Roller* on page 186.
Replace Parts	The Separation Pad has been used over 10,000 times and the Pick-up Roller has been used over 50,000 times.	Replace the Separation Pad and the Pick-up Roller with new ones. Scanning errors may occur if you do not replace the parts. See *Replace the Separation Pad* on page 183 and *Replace the Pick-up Roller* on page 186.

Error	Cause	Action
Out of Memory	The machine's memory is full and the machine cannot scan the entire document.	Press  and do one of the following: ■ Decrease the scanner resolution. ■ Reduce the number of the documents.
Unable to Scan XX (XX is an error code.)	A machine error is occurring.	Turn the machine off and then on, and then try to scan again. If the error is not cleared after turning the machine off and then on, make a note of the error message and report it to your dealer or to Brother Customer Service.
Document Jam	■ The Document Guides are not set to the correct document size. ■ The settings are not suitable for your document. ■ Paper dust has accumulated on the surface of the Pick-up Roller or Separation Pad. ■ The document is unacceptable for the machine. ■ The document is not loaded properly.	Clear the document jam (see *Document Jam* on page 197) and then do the following: ■ Adjust the Document Guides to fit the width of the document. When Scan Size is set to Auto and you are scanning a document that contains multiple page sizes, insert narrow pages straight and as close to the center of the machine as possible. If the document will not be fed straight, use Continuous Scanning. ■ Confirm the settings. See *Important* in *Document Jam* on page 197. ■ Clean the Pick-up Roller and Separation Pad. See *Clean the Scanner* on page 175. ■ Load the acceptable document for the machine. See *Acceptable Documents* on page 28. ■ Load your document properly (see *Standard-size Documents* on page 34), and then try again.

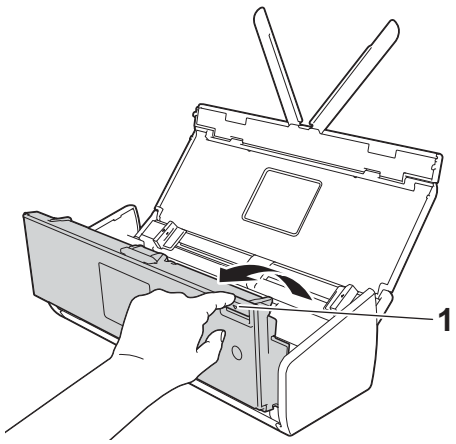
Error	Cause	Action
Card Jam	■ The machine was turned on while a plastic card was inserted into the machine. ■ The Card Slot Guide is not adjusted to fit the width of the plastic card. ■ Plastic Card Mode was not set. ■ The card is unacceptable for the machine.	Clear the card jam (see *Card Jam* on page 199) and then do the following: ■ Make sure that any plastic card is not left in the Card Slot. ■ Adjust the Card Slot Guide to fit the width of the plastic card before inserting the card into the machine. ■ Set Plastic Card Mode. See one of the following: • *Change Scan Settings (ControlCenter4) (Windows®)* on page 67 • *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86 • *Change Scan to PC Settings (Windows®)* on page 150 • *Change Scan to PC Settings (Macintosh)* on page 156 ■ Load the acceptable card for the machine. See *Acceptable Documents* on page 28.
There is a card in the card slot.	The Top Cover was opened while a plastic card was inserted into the machine.	Close the Top Cover. Do not open the Top Cover while a plastic card is inserted into the Card Slot.
Do not insert card	A plastic card was inserted while the Top Cover was open.	Clear the card jam (see *Card Jam* on page 199). Do not insert a plastic card into the Card Slot while the Top Cover is open.
Unusable Device	An unusable device is inserted in the USB port.	Disconnect the device. Turn the machine off and then on.
Hub is Unusable	A hub or USB flash drive with a hub is inserted in the USB direct interface.	Remove the unsupported device, such as a USB hub or USB flash drive with a hub, from the USB direct interface.
USB Flash Drive is Full	Your machine cannot save to a USB flash drive if it contains too many files.	Remove the USB flash drive, press  . Delete unused files or folders from the Brother folder of the USB flash drive and then try again.
Rename the File	The maximum sequential number for the file name has been reached.	Press  and then do one of the following: ■ Delete unused files from the USB flash drive and then try again. ■ Change the file name. See *Save Scanned Documents on a USB Flash Drive* on page 139.
Authenticate Err	The FTP user name and password you entered are incorrect or not configured correctly.	Confirm that the user name and password are configured or entered correctly and then try again.

Error	Cause	Action
Server Time out	—	Check the following and then try again. ■ The network settings are correct. ■ Your wireless access point/router is turned on. ■ The remote FTP server is turned on. ■ The name (or IP address) of the FTP remote server is correct.
Sending Error (Scan to FTP)	—	Check the following and then try again. ■ You have writing permission for the destination folder. ■ The hard disk containing the destination folder is not full. (For example, if the hard disk is full, free some disk space and then try again.)
Address Book Full (ADS-1500W only)	The Address Book is full.	Delete unnecessary E-mail addresses and then try again.
Shortcuts Full (ADS-1500W only)	The maximum number of shortcuts has been reached.	Delete unnecessary shortcuts and then try again.
Registration Failed (Shortcut) (ADS-1500W only)	The maximum number of E-mail addresses in a shortcut has been reached.	Delete unnecessary E-mail addresses and then try again.
Cannot Delete (ADS-1500W only)	The E-mail address is registered in a shortcut.	You cannot delete an E-mail address used in a shortcut. Delete the shortcut first, and then try again.
No Profile set (ADS-1500W only)	No Scan to FTP profile or Scan to Network profile is registered.	Configure the Scan to FTP profile or the Scan to Network profile before using Scan to FTP or Scan to Network. See *Scan Documents to an FTP Server* on page 116 or *Scan Documents to a CIFS Server (Windows®) (ADS-1500W only)* on page 125.

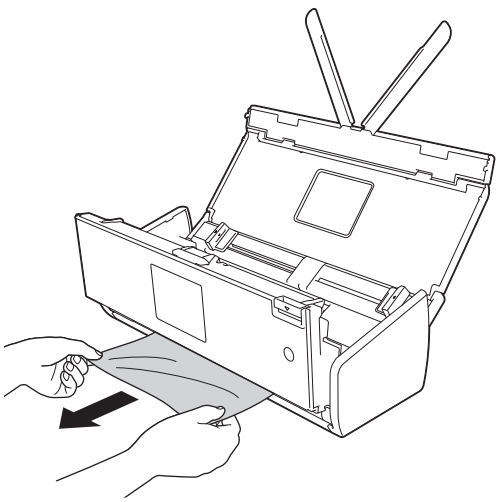
Document Jam

Documents can jam in the document feeder unit if they are not inserted or fed properly, or if they are too long. Follow the steps below to clear a document jam.

1. Take out any paper from the ADF that is not jammed.
2. Open the Front Cover by pulling the Cover Release Lever toward you (1).



3. Pull the jammed document out of the machine.



NOTE

Check for ripped paper inside the machine. Remove any ripped paper you find inside the machine.

4. Close the Front Cover.
5. Press  .

IMPORTANT

- Be careful when touching the Separation Pad and its surrounding area in the machine. Otherwise, you could cause serious damage to the machine.



- To avoid damage to the jammed document, DO NOT pull the document out before opening the Front Cover.
- Take out any paper from the ADF before closing the Front Cover.
- To avoid future document jams, do the following:
  - Close the Front Cover properly by pushing it gently in the middle.
  - Configure the settings for your document properly.
  - Clean the Separation Pad and Pick-up Roller. To clean the Separation pad, see *Replace the Separation Pad* on page 183 to refer how to pull the Separation Pad out from the machine, clean the rubber side of the Separation Pad with a soft lint-free cloth moistened with water, and then attach the Separation Pad in the machine. To clean the Pick-up Roller, see *Clean the Scanner* on page 175.
  - Stagger the pages and then load your document. See *Load Documents* on page 34.
  - Make sure your document is acceptable for the machine. See *Acceptable Documents* on page 28.
  - Load your document properly. See *Load Documents* on page 34.
  - Load no more than 20 pages at a time.
  - Load the card vertically when scanning cards.

Long Paper Jam

In order to avoid the long paper jam, select **Long Paper** for **Scan Size** or **Document Size**.

See one of the following:

■ When you scan from your PC

- *Change Scan Settings (ControlCenter4) (Windows®)* on page 67
- *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86

■ When you scan from the machine (ADS-1500W only)

In order to select `Long Paper (up to 34in)` for `Document Size` on the Control Panel, confirm the following settings:

(Scan to USB/FTP/Network/E-mail Server)

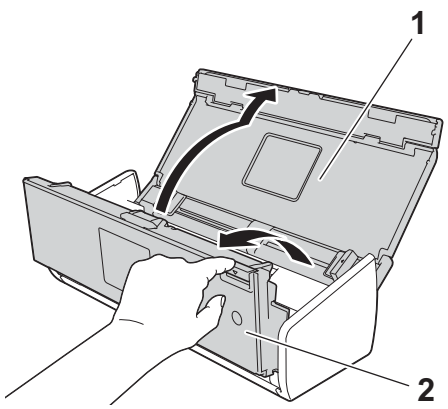
- `2-sided Scan`: `Off`
- `Scan Type`: `Color` or `Black and White`
- `Auto Deskew`: `Off`
- `Skip Blank Page`: `Off`

(Scan to PC)

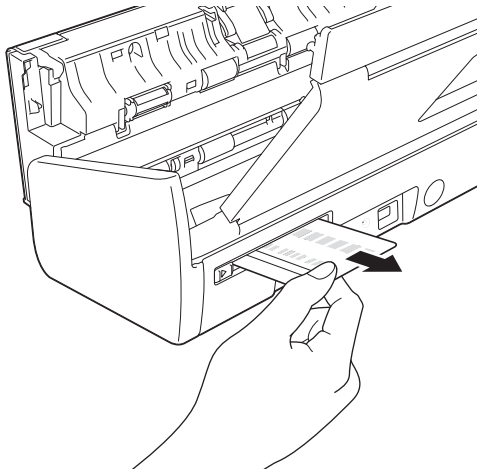
- `2-sided Scan`: `Off`
- `Auto Deskew`: `Off`

Card Jam

1. Open the Top Cover (1) and the Front Cover (2).



2 Remove the jammed card.



3 Close the Front Cover and the Top Cover.

4 Press  (for ADS-1000W) or  (for ADS-1500W).

NOTE

To avoid future card jams, see *Card Jam* on page 195.

Troubleshooting

IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made ***from within*** that country.

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.

Visit us at http://solutions.brother.com/

Using non-Brother supplies may affect the scan quality, hardware performance, and machine reliability.

If you are having difficulty with your machine

Scanning Difficulties

Difficulty	Cause	Suggestions
TWAIN or WIA errors appear when starting to scan. (Windows®)	TWAIN or WIA driver has not been chosen as the primary source in your scanning application.	Make sure the Brother TWAIN or WIA driver is chosen as the primary source in your scanning application. For example, in Nuance™ PaperPort™ 12SE, click **Scan Settings** and then **Select** to select the Brother TWAIN/WIA driver.
TWAIN errors appear when starting to scan. (Macintosh)	TWAIN driver has not been chosen as the primary source in your scanning application.	Make sure the Brother TWAIN driver is chosen as the primary source. In Presto! PageManager, click **File**, **Select Source** and select the Brother TWAIN driver. Mac OS X v10.6.8, 10.7.x and 10.8.x users can also scan documents using the ICA Scanner Driver.
OCR does not work.	■ The scanner resolution is too low. ■ (Macintosh users) Presto! PageManager has not been installed on your computer.	■ Increase the scanner resolution. ■ (Macintosh users) Make sure you have installed Presto! PageManager from the supplied DVD-ROM on your computer.
Vertical lines are seen in the scanned image.	Paper dust has accumulated on the surface of the glass strips.	Clean the glass strips inside the machine. See *Clean the Scanner* on page 175.

Difficulty	Cause	Suggestions
The scanned image is missing.	■ The Document Guides are not adjusted to fit the width of the document. ■ The Auto Deskew feature was set to On when the document was scanned. ■ The settings are not suitable for your document. For example, a Legal-size document was fed when Letter was selected as document size. ■ The card was loaded horizontally.	■ Adjust the Document Guides to fit the width of the document. When Scan Size is set to Auto and you are scanning a document that contains multiple page sizes, insert narrow pages straight and as close to the center of the machine as possible. If the document does not stay straight while feeding, use Continuous Scanning. ■ Set Auto Deskew to Off. ■ Make sure the document size settings are suitable for your document. ■ Load the card vertically.
The scanned image is skewed.	■ The Document Guides are not adjusted to fit the width of the document. ■ The Auto Deskew feature was set to Off when the document was scanned.	■ Adjust the Document Guides to fit the width of the document. When Scan Size is set to Auto and you are scanning a document that contains multiple page sizes, insert narrow pages straight and as close to the center of the machine as possible. If the document does not stay straight while feeding, use Continuous Scanning. ■ Set Auto Deskew to On.
The scan speed is too slow.	The resolution is not suitable for your document.	Decrease the scanner resolution.
The document was not fed.	■ Paper dust has accumulated on the surface of the Pick-up Roller or Separation Pad. ■ Too many documents are loaded in the document feeder at a time. ■ There are foreign objects in the document feeder. ■ Your document is too thin or too thick. ■ Remote Setup is in process. ■ Paper ejection has paused. ■ The Separation Pad Cover is not properly closed.	■ Clean the Separation Pad and Pick-up Roller. To clean the Separation pad, see *Replace the Separation Pad* on page 183 to refer how to pull the Separation Pad out from the machine, clean the rubber side of the Separation Pad with a soft lint-free cloth moistened with water, and then attach the Separation Pad in the machine. To clean the Pick-up Roller, see *Clean the Scanner* on page 175. ■ Make sure your document is acceptable for the machine. See *Acceptable Documents* on page 28. ■ Remove any foreign objects or ripped paper from the document feeder. ■ Cancel Remote Setup. ■ Finish ejecting the paper. ■ Securely close the Separation Pad Cover until the hooks fit into the Front Cover.

Difficulty	Cause	Suggestions
The document is jammed.	■ Paper dust has accumulated on the surface of the Pick-up Roller or Separation Pad. ■ There are foreign objects in the document feeder. ■ Your document is not acceptable for the machine. ■ A receipt is scanned without using the Receipt Carrier Sheet.	■ Clean the Separation Pad and Pick-up Roller. To clean the Separation pad, see *Replace the Separation Pad* on page 183 to refer how to pull the Separation Pad out from the machine, clean the rubber side of the Separation Pad with a soft lint-free cloth moistened with water, and then attach the Separation Pad in the machine. To clean the Pick-up Roller, see *Clean the Scanner* on page 175. ■ Remove any foreign objects or ripped paper from the document feeder. ■ Make sure your document is acceptable for the machine. See *Acceptable Documents* on page 28. ■ Scan the receipt using the Receipt Carrier Sheet. See *Receipts* on page 38, and *Scan Receipts Using BR-Receipts (Windows®)* on page 92 or *Scan Receipts Using BR-Receipts (Macintosh)* on page 104.
The scan quality is poor.	■ Paper dust has accumulated on the surface of the Pick-up Roller or Separation Pad. ■ Paper dust has accumulated on the surface of the glass strips inside the machine. ■ The resolution is too low.	■ Clean the Separation Pad and Pick-up Roller. To clean the Separation pad, see *Replace the Separation Pad* on page 183 to refer how to pull the Separation Pad out from the machine, clean the rubber side of the Separation Pad with a soft lint-free cloth moistened with water, and then attach the Separation Pad in the machine. To clean the Pick-up Roller, see *Clean the Scanner* on page 175. ■ Clean the glass strips inside the machine. See *Clean the Scanner* on page 175. ■ Increase the scanner resolution.
The machine pauses for about 3 seconds between each page when scanning.	The machine has entered motor save mode. If you scan continuously, the internal temperature of the machine may increase, causing the machine to enter motor save mode. **NOTE** The length of the pause may vary depending on the scanning conditions.	This is normal and you may continue to scan. If you scan continuously, the internal temperature of the machine may increase, causing the machine to enter motor save mode.
Bleed through is seen in the scan data.	The settings are not appropriate for the type of document being scanned.	Check the Bleed Through Prevention/Remove Background Color check box.

Difficulty	Cause	Suggestions
Colors in the scanned data are dark.	The settings are not appropriate for the type of document being scanned.	Do one of the following: ■ Check the Bleed Through Prevention/Remove Background Color check box and then scan from your computer. ■ Change Brightness higher and then scan from your computer. ■ Change Contrast higher and then scan from your computer. ■ Change Scan Type to Gray or Color and then scan from your computer.
A page that is not a blank page is skipped.	■ The document is too light. ■ Skip Blank Page is set to On.	Set Skip Blank Page to Off.
Cannot scan a long document.	Long Paper is not selected for the document size.	Select Long Paper for the document size. If you cannot select Long Paper, set both Auto Deskew and 2-sided Scanning to off. In addition, when scanning from the machine's Control Panel, set Skip Blank Page to off and set Scan Type to an option other than Auto. Then, you can select Long Paper for the document size. ■ *Long Paper Jam* on page 199
Cannot set Auto Deskew to On when trying to scan using Scan to USB.	The document size is set to an option other than Auto.	Set the document size to Auto.
A multifeed occurs.	The document is not loaded properly.	Load your document properly (see *Standard-size Documents* on page 34), and then try again.
(ADS-1000W only)  does not work.	No Scan-to key is selected.	Press a lighting Scan-to key and then  .

Plastic Card Difficulties

Difficulty	Cause	Suggestions
The plastic card is jammed.	The machine was turned on while a plastic card was inserted into the machine.	Clear the card jam (see *Card Jam* on page 199). To avoid future jams, do not leave a plastic card in the machine.
The scanned image is skewed.	The Card Slot Guide is not adjusted to fit the width of the plastic card.	Adjust the Card Slot Guide to fit the width of the plastic card before inserting the card into the machine.

Difficulty	Cause	Suggestions
A plastic card error occurs while a plastic card is inserted into the machine.	The Top Cover was opened while a plastic card was inserted into the machine.	(ADS-1000W) Close the Top Cover, and then press  . (ADS-1500W) Close the Top Cover, and then press `Eject card`. To avoid future errors, do one of the following: ■ Do not open the Top Cover while a plastic card is inserted into the machine. ■ Close the Top Cover before inserting a plastic card into the machine.
A plastic card error occurs while the Top Cover is open.	A plastic card was inserted while the Top Cover was open.	Remove the jammed card from the machine. To avoid future error, do not insert a plastic card into the machine while the Top Cover is open.
A plastic card error occurs while the machine is scanning using the ADF.	A plastic card was inserted while the machine was scanning using the ADF.	Eject the card, and then clear the card jam. (see *Card Jam* on page 199). To avoid future error, do not insert a plastic card into the machine while the machine is scanning using the ADF.
A plastic card is not inserted into the machine.	■ When scanning a plastic card using the ADF and the card is too thick. ■ When scanning a plastic card using the Card Slot and the card is too thin.	■ Scan the card using the Card Slot. ■ Scan the card using the ADF.
(ADS-1500W only) Cannot delete a Card Scan shortcut.	To enable card scan, you must leave at least one Card Scan shortcut.	Add a new shortcut before deleting the shortcut you want to.

Software Difficulties

Difficulty	Cause	Suggestions
Cannot install software.	—	(Windows® users only) Run the **Repair MFL-Pro Suite** program on the DVD-ROM. This program will repair and reinstall the software.
Cannot find the Nuance serial number to install Nuance PDF Converter Professional 8.	—	Enter the Nuance serial number that is shown on the “sleeve” of the MFL-Pro Suite DVD-ROM package when installing Nuance PDF Converter Professional 8.
Cannot start ControlCenter4.	You have not logged in the computer as the administrator.	Restart the computer and log in as the administrator.

Difficulty	Cause	Suggestions
Cannot find how to start ControlCenter4 (Windows®).	—	If the  icon is not displayed in the task tray, do one of the following: ■ (Windows® XP, Windows Vista® and Windows® 7 users) Click  (**Start**), **All Programs**, **Brother**, **ADS-XXXXX** (where XXXXX is your model name) and then **ControlCenter4**. ■ (Windows® 8 users) Click  (**Brother Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.
Cannot find **Print** button in ControlCenter4 (Windows®).	—	Download the latest driver from your model's **Downloads** page on the Brother Solutions Center (http://solutions.brother.com/).
Cannot start ControlCenter2.	You have not logged in the computer as the administrator.	Restart the computer and log in as the administrator.
Cannot find how to start ControlCenter2 (Macintosh).	—	To start ControlCenter2, click the  (ControlCenter2) icon in the Dock. If the  (ControlCenter2) icon is not displayed in the Dock, click **Go** from the **Finder** menu bar, **Applications**, **Brother**, and then double-click the  (ControlCenter2) icon. The  (ControlCenter2) icon will appear in the Dock.
(ADS-1000W only) Cannot find how to configure the settings to scan from the Control Panel of the machine.	—	Use Remote Setup or Web Based Management. See *Set Up the Brother Machine from Your Computer* on page 170 or *Start Web Based Management* on page 116.
(ADS-1000W only) Cannot find IP address of the machine.	—	Start Remote Setup and then select **Network** in the folder tree. See *Set Up the Brother Machine from Your Computer* on page 170.
Cannot save the settings in Remote Setup or Web Based Management.	■ The machine is processing. ■ The machine is being configured from the machine's Control Panel.	■ Wait until the machine finishes processing and then try again. ■ Stop configuring the machine from the Control Panel.

Difficulty	Cause	Suggestions
Cannot start Remote Setup.	■ The machine is turned off. ■ The machine is not connected to your computer. ■ The machine is in Sleep Mode. ■ An error is occurring. ■ The machine is scanning. ■ The machine is being configured from the machine's Control Panel.	■ Turn on the machine and then try again. ■ Connect the machine to your computer and then try again. ■ Press  or open the Top Cover, and then try again. ■ Clear all errors and then try again. ■ Wait until scanning has finished and try again. ■ Stop configuring the machine from the Control Panel.

Network Difficulties

Difficulty	Suggestions
Cannot scan over the network.	Make sure that your machine is powered on and is online and in Ready mode. Check the current network settings. See *Troubleshooting* in the *Network User's Guide*.
The network scanning feature does not work.	(Windows® users) It is necessary to configure the third-party Security/Firewall Software to allow Network scanning. To add port 54925 for Network scanning, enter the information below: In Name: Enter any description, for example Brother NetScan. In Port number: Enter 54925. In Protocol: UDP is selected. Refer to the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer. (Macintosh users) Re-select your machine in the **Device Selector** application from the model list in ControlCenter2.
The Brother software cannot be installed.	(Windows® users) If the Security Software warning appears on the computer screen during the installation, change the Security Software settings to permit the Brother product setup program or other program to run. (Macintosh users) If you are using a firewall function of anti-spyware or antivirus security software, temporarily disable it and then install the Brother software.
Cannot connect to wireless network.	Check the wireless network settings.
Reset the network settings.	See *Reset the Machine* on page 212.

Other Difficulties

Difficulty	Cause	Suggestions
The machine is in Sleep Mode (power save mode).	The machine is idle and the amount of time specified by the Sleep Time setting has elapsed.	Do one of the following: ■ Press  . ■ Open the Top Cover. ■ Load your document. ■ Insert a plastic card into the Card Slot.
The machine will not enter Sleep Mode (power save mode).	The plastic card is in the Card Slot.	Remove the plastic card from the Card Slot. (ADS-1000W) Close the Top Cover, and then press  . (ADS-1500W) Close the Top Cover, and then press `Eject card`.
The machine is in Offline Mode.	The machine is not connected to the computer.	Connect the machine to the computer and turn on the machine.

Machine Information

Check the Serial Number

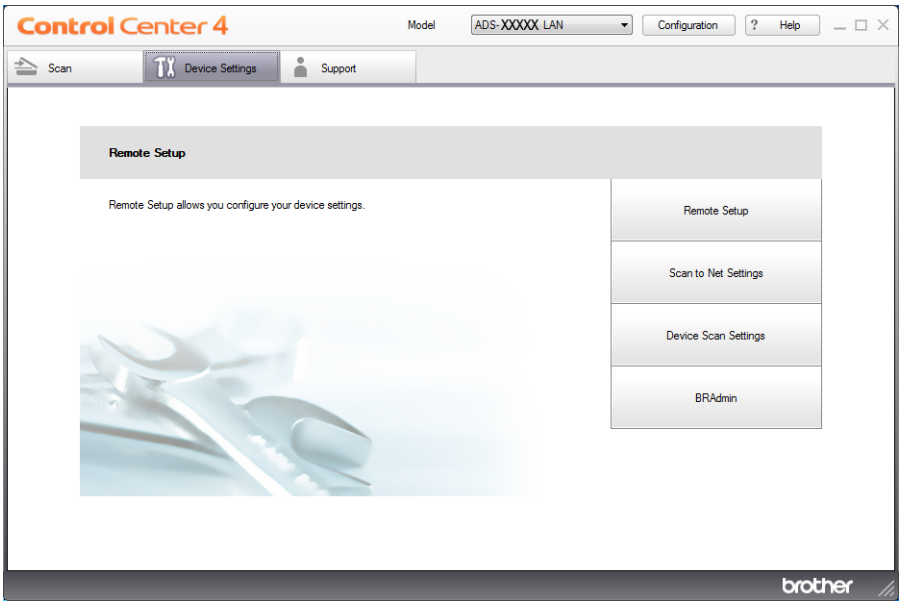
(ADS-1000W)

1. Start the ControlCenter application.

   ■ Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

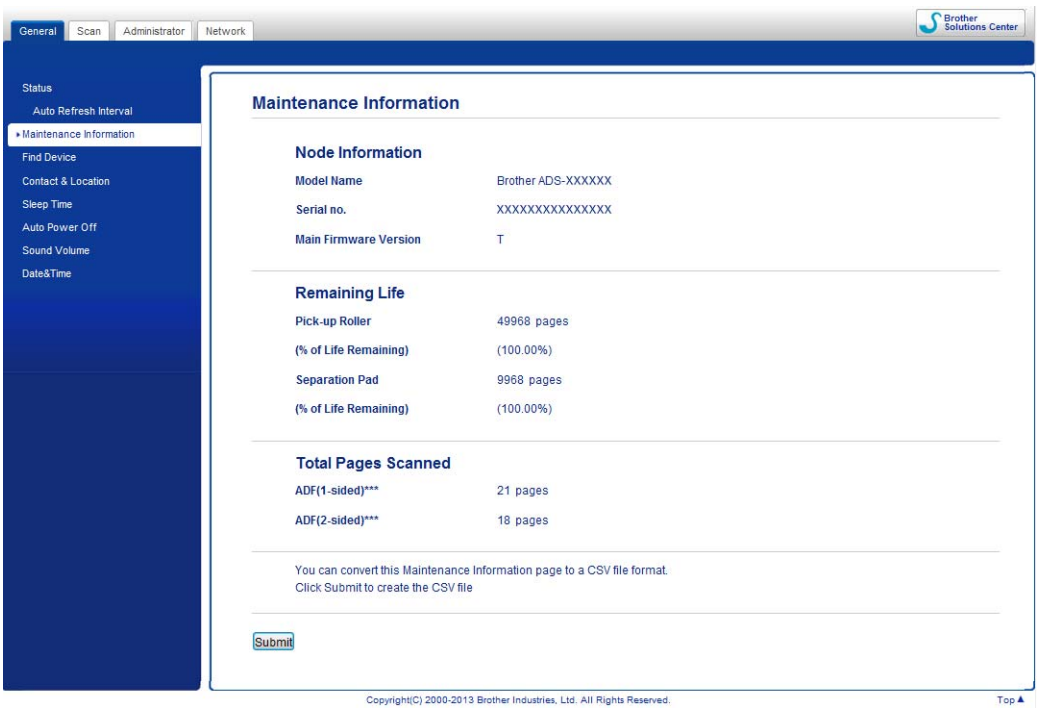
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Scan to Net Settings** button. The Web Based Management window will appear.

3 Select **Maintenance Information** in the **General** tab. The window shows you the machine's serial number.



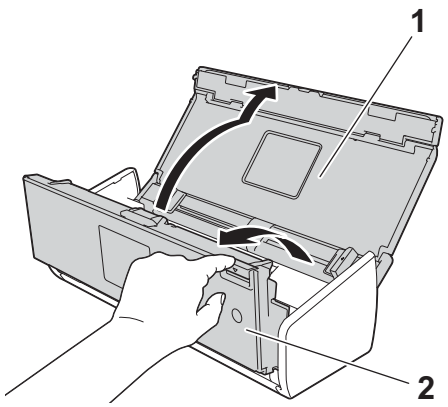
(ADS-1500W)

1. Press (Settings).
2. Press ▲ or ▼ to display Machine Info.
3. Press Machine Info.
4. Press Serial No. The LCD will show you the machine's serial number.

WLAN Enable/Disable

(ADS-1000W)

1. Open the Top Cover (1) and the Front Cover (2).



2. Press 2 for about five seconds until the machine beeps.
3. Close the Front Cover. When the WLAN is enabled, the WiFi light is on. When the WLAN is disabled, the WiFi light is off.

(ADS-1500W)

1. Press (Settings).
2. Press Network.
3. Press ▲ or ▼ to display WLAN Enable.
4. Press WLAN Enable.
5. Press On (or Off).

Reset Functions

The following reset functions are available:

- Network

  You can restore the network settings, such as the password and IP address information, to the factory settings.

- Address Book (ADS-1500W only)

  You can reset the Address Book setting.

- All Settings

  You can restore all settings to the factory settings.

  Brother strongly recommends performing this procedure before transferring or disposing of the machine.

NOTE

Unplug the interface cable before you choose Network or All Settings.

Reset the Machine

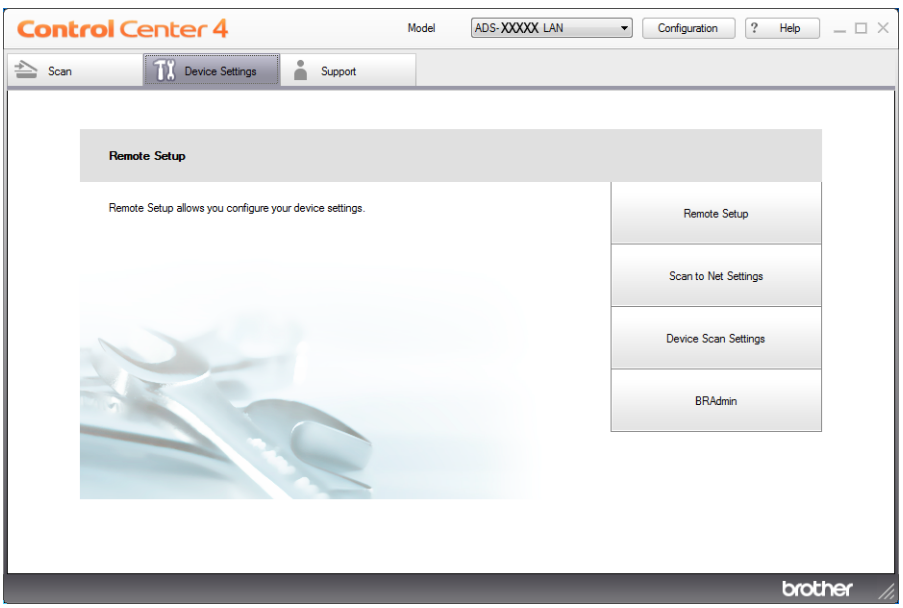
(ADS-1000W)

1. Start the ControlCenter application.

   - Windows®

   1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

   2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

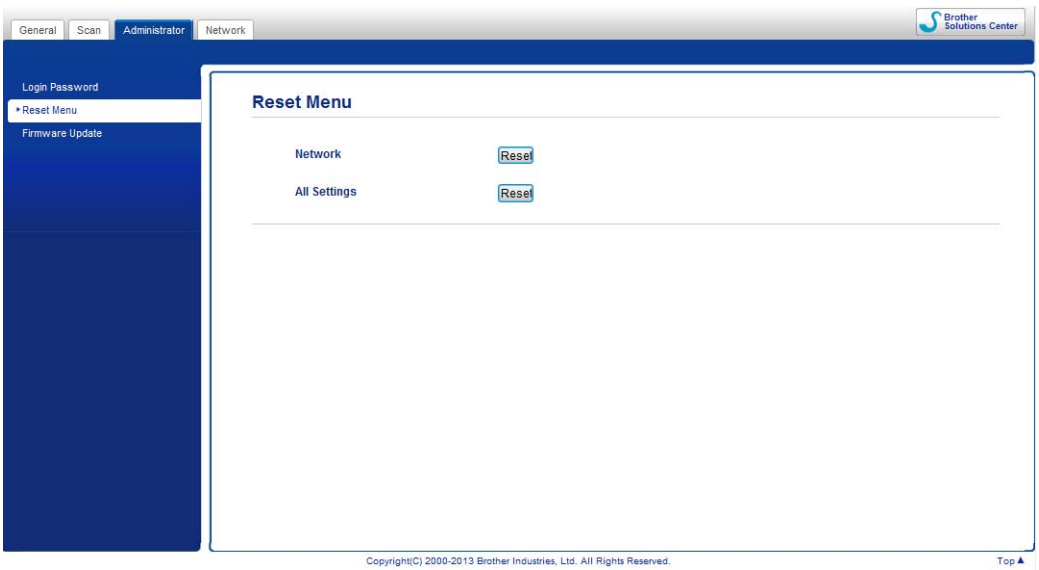
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Scan to Net Settings** button. The Web Based Management window will appear.

3 Select **Reset Menu** in the **Administrator** tab.



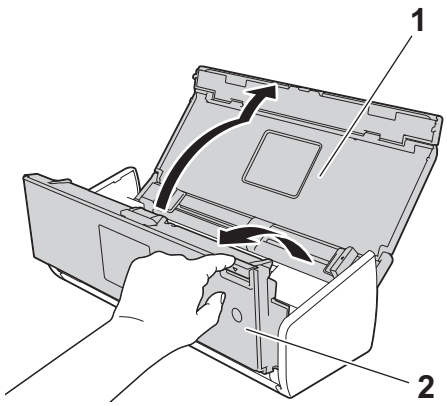
4 Click **Reset** for **Network** or **All Settings**.

5 Click **Yes** to restart the machine.

NOTE

You can also reset the Network settings by doing the following.

1 Open the Top Cover (1) and the Front Cover (2).



2 Press 1 for about five seconds until the machine beeps.

(ADS-1500W)

1. Press (Settings).
2. Press ▲ or ▼ to display Initial Setup.
3. Press Initial Setup and then Reset.
4. Press the type of reset you want to use.
5. Press Yes to confirm.
6. Press Yes for 2 seconds to restart the machine.

Scan Priority (ADS-1000W only)

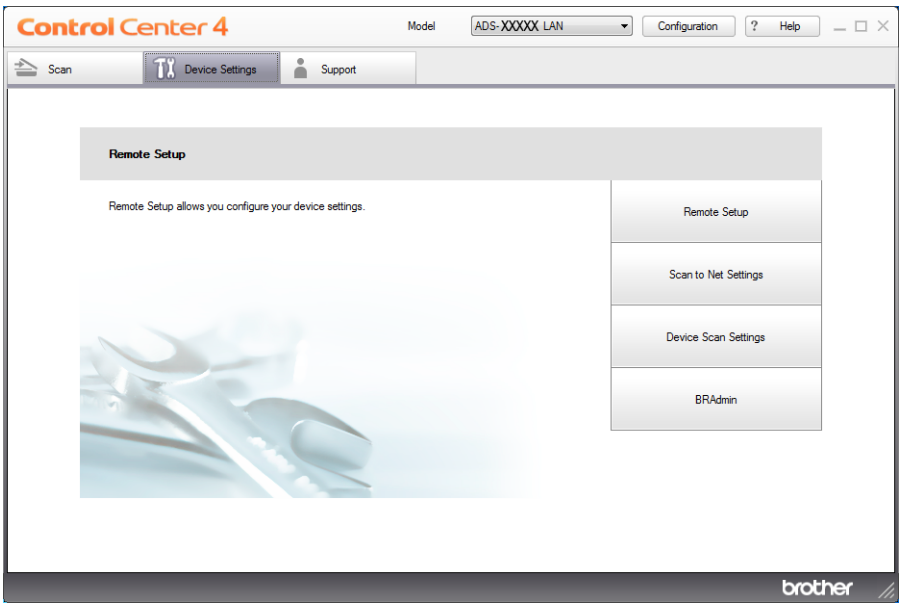
You can configure the default Scan-to key on the Control Panel of the machine. When scanning is finished, the key will blink if it is available.

1. Start the ControlCenter application.

■ Windows®

1 Click the (ControlCenter4) icon in the task tray and then select **Open** from the menu. The **ControlCenter4** window will appear.

2 Click the **Device Settings** tab (the example below uses **Home Mode**).



■ Macintosh

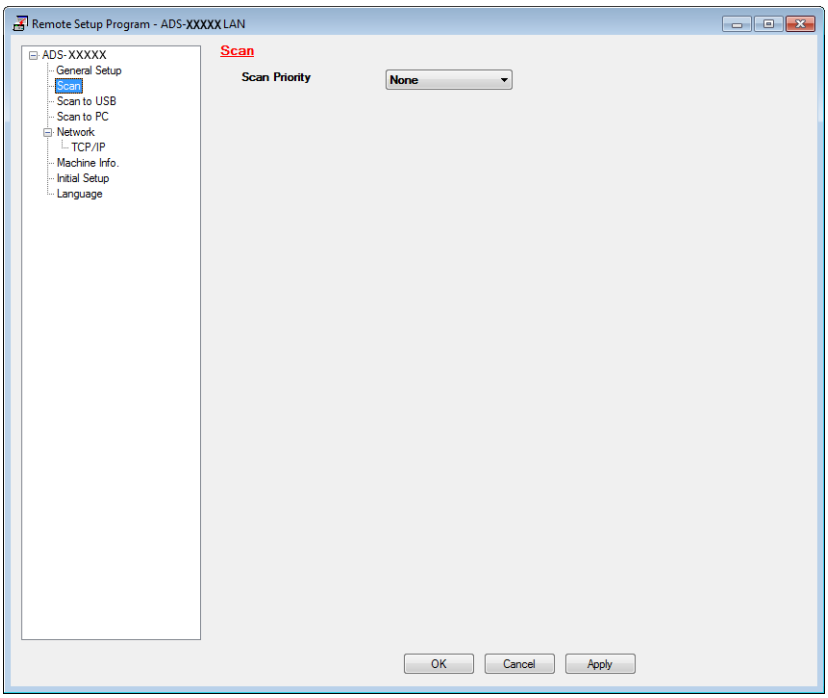
1 Click the (ControlCenter2) icon in the Dock.
The **ControlCenter2** window will appear.

2 Click the **DEVICE SETTINGS** tab.



2 Click the **Remote Setup** button. The Remote Setup window will appear (the example below uses Windows®).

3 Select **Scan** in the folder tree.



4 Select a Scan-to key you want to use as the default from the **Scan Priority** drop-down list.

5 Click **Apply** and then **OK**.

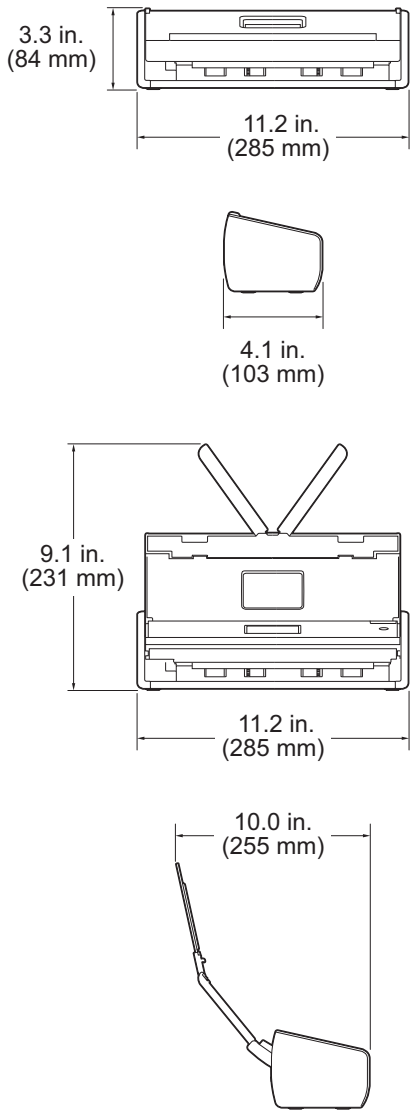
A Specifications

General

NOTE

This chapter provides a summary of the machine's specifications. For additional specifications, visit http://www.brother.com/ for more information.

Memory Capacity	**Standard**	(ADS-1000W) 128 MB (ADS-1500W) 256 MB
Power Source	**USA/Canada/Mexico**	AC: 100-120V, 50/60Hz
	Latin American Countries	AC: 220-240V, 50/60Hz
LCD (Liquid Crystal Display) (ADS-1500W only)		2.7 in. (67.5 mm) TFT Color LCD Touchscreen [1]
Power Consumption [2]	**Scanning** [3]	Approx. 14 W
	Ready	Approx. 4.0 W
	Sleep	Approx. 1.5 W
	Power Off	Approx. 0.25 W

Dimensions		
Weights		(ADS-1000W) Approx. 3.3 lb (1.5 kg) (ADS-1500W) Approx. 3.5 lb (1.6 kg)
Temperature	**Operating**	41 to 95 °F (5 to 35 °C)
Humidity	**Operating**	20 to 80%
ADF (automatic document feeder)		Up to 20 pages (Paper: 20 lb (80 g/m^2) Letter size, or less than 79 mil (2 mm))

Document Size	**Multiple Paper**	**Width**	2.0 in. to 8.5 in. (51 mm to 215.9 mm)
		Length	2.76 in. to 11.7 in. (70 mm to 297 mm)
	Single Paper	**Width**	2.0 in. to 8.5 in. (51 mm to 215.9 mm)
		Length	11.7 in. to 34.0 in. (297 mm to 863 mm)

1 Measured diagonally.

2 Measured when the machine is connected to your computer.

3 When 2-sided (duplex) scanning.

Scanner

Color/Black		Yes/Yes
TWAIN Compliant	**Windows®**	Windows® XP [1]/Windows Vista®/Windows® 7/Windows® 8
	Macintosh	Mac OS X v10.6.8, 10.7.x, 10.8.x [2]
WIA Compliant	**Windows®**	Windows® XP [1]/Windows Vista®/Windows® 7/Windows® 8
ICA Compliant	**Macintosh**	Mac OS X v10.6.8, 10.7.x, 10.8.x [2]
ISIS® Compliant	**Windows®**	Windows® XP [1]/Windows Vista®/Windows® 7/Windows® 8
Color Depth	**Input**	30 bit color Processing
	Output	24 bit color Processing
Resolution	**Interpolated**	Up to 1200 × 1200 dpi
	Optical	Up to 600 × 600 dpi
Scanning Width		Up to 8.34 in. (212 mm)
Gray Scale		256 levels
Max. Speed		For detailed specifications, visit http://www.brother.com/

1 Windows® XP in this User's Guide includes Windows® XP Home Edition and Windows® XP Professional.

2 For the latest driver updates for the Mac OS X you are using, visit us at http://solutions.brother.com/

Direct Scan Feature (Scan to USB)

Compatible Media	USB flash drive [1]
Interface	USB 1.1 Full Speed

1 USB Mass Storage standard up to 64 GB
Support format: FAT12/FAT16/FAT32/exFAT

Interfaces

USB	Hi-Speed USB 2.0 [1, 2]
Wireless LAN	IEEE 802.11b/g/n (Infrastructure/Ad-hoc Mode)

1 Your machine has a Hi-Speed USB 2.0 interface. The machine can also be connected to a computer that has a USB 1.1 interface.

2 Third party USB ports are not supported.

Network

NOTE

For more information about the Network specifications, see the Network User's Guide.

WLAN	You can connect your machine to a network for Network Scanning and Remote Setup. Also included is Brother BRAdmin Light [1] Network Management software.	
Wireless Network Security	SSID (32 characters), WEP 64/128 bit, WPA-PSK (TKIP/AES), WPA2-PSK (AES)	
Setup Support Utility	**AOSS™**	Yes
	WPS	Yes

1 If you require more advanced scanner management, use the latest Brother BRAdmin Professional utility version that is available as a download from http://solutions.brother.com/

Computer Requirements

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS								
Computer Platform & Operating System Version		**Supported PC Software Functions**	**PC Interface**	**Processor Minimum Speed**	**Minimum RAM**	**Recommended RAM**	**Hard Disk Space to install**	
							For Drivers	**For Applications**
Windows® Operating System	Windows® XP Home (SP2 or later) [2] Windows® XP Professional (SP2 or later) [2]	Scanning	USB Wireless 802.11b/g/n	Intel® Pentium® II or equivalent	128 MB	256 MB	150 MB	1.0 GB
	Windows Vista® [2]			Intel® Pentium® 4 or equivalent 64-bit (Intel® 64 or AMD64) supported CPU	512 MB	1 GB	500 MB	
	Windows® 7 [2] Windows® 8 [2]				1 GB (32 bit) 2 GB (64 bit)	1 GB (32 bit) 2 GB (64 bit)	650 MB	
Macintosh Operating System	Mac OS X v10.6.8		USB [1] Wireless 802.11b/g/n	Intel® Processor	1 GB	2 GB	80 MB	
	Mac OS X v10.7.x Mac OS X v10.8.x				2 GB			

Conditions:

[1] Third party USB ports are not supported.

[2] Nuance™ PaperPort™ 12SE supports Windows® XP Home (SP3 or later), XP Professional (SP3 or later), Windows Vista® (SP2 or later), Windows® 7 and Windows® 8.

For the latest driver updates, visit us at

(in USA) www.brother.com/

(in Canada) www.brother.ca/

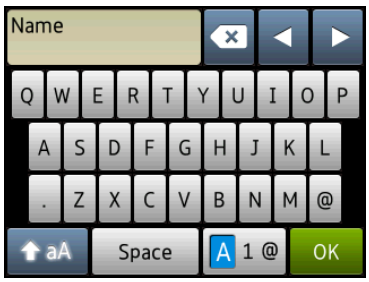
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A

B Appendix

Entering Text (ADS-1500W only)

When you need to enter text into the machine the keyboard will appear on the Touchscreen. Press A 1 @ to cycle between letters, numbers and special characters.



NOTE

- To change between lowercase or uppercase, press aA.
- You can change the keyboard setting of the Touchscreen.
  (For more information, see *Change the Keyboard Setting* on page 9.)

Inserting spaces

To enter a space, press Space. Or, you can press ▶ to move the cursor.

NOTE

The characters that are available may differ depending on your country.

Making corrections

If you entered an incorrect character and want to change it, press ◀ to move the cursor to highlight the incorrect character, and then press ⌫. Enter the correct character. You can also back up and insert letters.

Press ⌫ for each character you want to erase, or press and hold ⌫ to erase all the characters.

LED Indications (ADS-1000W only)

The LED indications shown in the table below are used in the illustrations in this chapter

○	The LED is on.
●	The LED is blinking quickly.
▲	The LED is blinking slowly.
×	The LED is off.

Status	!			1	2			Descriptions
Ready	×	○ / ×[1]	○ / ×[1]	○ / ×[1]	○ / ×[1]	○ / ×[2]	▲ / ×[3]	The machine is ready to scan.
Sleep Mode	×	×	×	×	×	×	×	The machine is in Sleep mode (Power Save mode). The machine acts as though it is turned off. Do one of the following to wake up the machine: ■ Press . ■ Open the Top Cover. ■ Load your document. The machine will enter Ready mode.
Selecting Scan to PC	×	▲	○ / ×[1]	○ / ×[1]	○ / ×[1]	○ / ×[2]	○	Scan to PC is selected. To start scanning, press .
Selecting Scan to USB	×	○ / ×[1]	▲	○ / ×[1]	○ / ×[1]	×	○	Scan to USB is selected. To start scanning, press .
Selecting Scan to Net Device 1	×	○ / ×[1]	○ / ×[1]	▲	○ / ×[1]	○ / ×[2]	○	Scan to Net Device 1 is selected. To start scanning, press .
Selecting Scan to Net Device 2	×	○ / ×[1]	○ / ×[1]	○ / ×[1]	▲	○ / ×[2]	○	Scan to Net Device 2 is selected. To start scanning, press .
Connecting (Scan to PC)	×	▲	×	×	×	○	×	Connection between the machine and your device is in progress.
Connecting (Scan to Net Device 1)	×	×	×	▲	×	○	×	

Status	!			1	2			Descriptions
Connecting (Scan to Net Device 2)	×	×	×	×	▲	○	×	Connection between the machine and your device is in progress.
Connecting (Scan from PC)	×	×	×	×	×	○	▲	
Connecting (One-push WLAN Setup)	×	×	×	×	▲	×	×	One-push WLAN setup is in progress.
	×	×	×	▲	×	×	×	
	×	×	×	▲	▲	×	×	
Scanning (Scan to PC)	×	▲	×	×	×	○	×	Scanning is in progress.
Scanning (Scan to USB)	×	×	▲	×	×	○	×	
Scanning (Scan to Net Device 1)	×	×	×	▲	×	○	×	
Scanning (Scan to Net Device 2)	×	×	×	×	▲	○	×	
Scanning (Scan from PC)	×	×	×	×	×	○	▲	
Sending (Scan to Net Device 1)	×	×	×	▲	×	○	×	The machine is sending the scanned data to the network device.
Sending (Scan to Net Device 2)	×	×	×	×	▲	○	×	
Ejecting Paper	×	●	●	●	●	○	×	The machine is ejecting the document or the Plastic Card.
Ejecting Plastic Card	×	●	●	●	●	×	×	The machine is ejecting the plastic card.
Stopping Ejecting	×	●	●	●	●	○	×	The machine has stopped ejecting the document or the Plastic Card. To continue ejecting, press .
Remote Setup	×	▲	▲	▲	▲	○	×	Remote Setup is in progress. To cancel Remote Setup, click the Cancel button in the Remote Setup window on your computer.

Status	!			1	2			Descriptions
All Blank Page Skipped	○	×	×	×	×	○	×	All scanned pages were skipped as blank pages. Press  and then do one of the following: ■ Place your document, face down, top edge first in the document feeder. ■ Set Blank Page Skip. See one of the following: • *Change Scan Settings (ControlCenter4) (Windows®)* on page 67 • *Change Scan Settings (ControlCenter2) (Macintosh)* on page 86 • *Change Scan to PC Settings (Windows®)* on page 150 • *Change Scan to PC Settings (Macintosh)* on page 156
Replace Pad	○	○	×	×	×	×	×	Replace the Separation Pad with a new one. See *Replace the Separation Pad* on page 183.
Replace Roller	○	×	○	×	×	×	×	Replace the Pick-up Roller with a new one. See *Replace the Pick-up Roller* on page 186.
Replace Parts	○	○	○	×	×	×	×	Replace the Separation Pad and the Pick-up Roller with new ones. See *Replace the Separation Pad* on page 183 and *Replace the Pick-up Roller* on page 186.

Status								Descriptions
USB cable is not connected (Scan to PC) Network Disconnected (Scan to Net Device 1/Net Device 2)	●	●	×	○	×	○	×	Press  and then do one of the following: ■ Scan to PC Connect the machine and your computer with a USB cable. ■ Scan to Net Device 1/Net Device 2 Check the following and then try again. • The WLAN is enabled. • The network settings are correct. • Your wireless access point/router is turned on.
Front Cover is Open	●	●	○	×	×	×	×	Close the Front Cover of the machine.
Document Jam	●	×	×	×	×	○	●	Clear the document jam. See *Document Jam* on page 197.
Plastic Card Jam	●	×	×	×	×	○	●	Pull the plastic card out from the machine.
Top Cover is Open	●	●	×	×	○	○	×	Close the Top Cover. Do not open the Top Cover while a plastic card is inserted into the Card Slot.
Plastic Card Inserted	●	●	○	○	×	×	×	Pull the plastic card out from the machine. Do not insert a plastic card into the Card Slot while the Top Cover is open.
Too Many Files on USB (Scan to USB)	●	○	●	×	×	○	×	Your machine cannot save to a USB flash drive if it contains too many files. Disconnect the USB flash drive, press  , delete unused files or folders from the root folder of the USB flash drive and then try again.

Status	!			1	2			Descriptions
File Name Cannot Be Used (Scan to USB)	●	×	●	○	×	○	×	The maximum sequential number for the file name has been reached. Press ×, delete unused files from the USB flash drive and then try again.
Unusable Device (Scan to USB)	●	×	●	×	○	×	×	An unsupported USB device is inserted in the USB Direct Interface. Remove the unsupported USB device, such as a mouse, from the USB Direct Interface.
Unusable USB Device (Scan to USB)	●	○	●	○	×	×	×	An unusable device is inserted in the USB port. Disconnect the device, turn the machine off and then on.
USB Hub Not Supported (Scan to USB)	●	×	●	○	○	×	×	A hub or USB flash drive with a hub is inserted in the USB Direct Interface. Remove the unsupported device, such as a USB hub or USB flash drive with a hub, from the USB Direct Interface.
Authenticate Error (Scan to FTP)	●	×	×	●	×	○	×	A server authentication error occurred because the FTP user name and password you entered are incorrect or not configured correctly. Confirm that the user name and password are configured or entered correctly and then try again.
Server Time Out (Scan to FTP)	●	○	×	●	×	○	×	Check the following and then try again. ■ The network settings are correct. ■ Your wireless access point/router is turned on. ■ The remote FTP server is turned on. ■ The name (or IP address) of the FTP remote server is correct.

Status	!			1	2			Descriptions
Sending Error (Scan to FTP)	●	×	○	●	×	○	×	Check the following and then try again. ■ You have writing permission for the destination folder. ■ The hard disk containing the destination folder is not full. (For example, if the hard disk is full, free some disk space and then try again.)
Out of Memory (Scan to USB)	●	×	●	×	×	○	×	The machine's memory is full and the machine cannot scan the entire document. Press  and do one of the following: ■ Decrease the scanner resolution. ■ Reduce the number of the documents.
Out of Memory (Scan to FTP)	●	○	○	●	×	○	×	
Out of Memory (Scan to PC)	●	×	×	×	●	○	×	
Out of Memory (WS Scan)	●	○	×	×	●	○	×	

Status	!			1	2			Descriptions
One-push WLAN Setup Error	●	×	○	×	×	○	×	The machine cannot detect a wireless access point/router that has WPS or AOSS™ enabled. To configure your wireless settings using WPS or AOSS™, you must operate both your machine and the wireless access point/router. Confirm your wireless access point/router supports WPS or AOSS™, and try setup again. If you do not know how to operate your wireless access point/router using WPS or AOSS™, see the documentation provided with your wireless access point/router, ask the manufacturer of your wireless access point/router, or ask your network administrator.
	●	×	×	○	×	○	×	One-push WLAN setup failed. Turn the machine off and on, and then try setup again.
	●	×	×	×	○	○	×	Two or more wireless access points that have WPS or AOSS™, enabled are detected. Do one of the following: ■ Confirm that only one wireless access point/router within range has the WPS or AOSS™ method active and try setup again. ■ Try setup again after a few minutes in order to avoid interference from other access points.

1 When the LED is available: ○
Otherwise: ×

2 When a plastic card is inserted into the machine: ○
Otherwise: ×

3 When all LEDs except the WiFi light are off: ▲
Otherwise: ×

Service Call Indications

If there is an error that cannot be cleared by the user, the machine will indicate that a service call is needed by lighting up all the LEDs as shown below.

!			1	2		
●	●	●	●	●	○	●

If you see the service call indication shown above, turn the machine off and then on, and then try to scan again.

If the error is not cleared after turning the machine off and then on, press  . The LEDs will light up as shown in the table below to identify the error.

!			1	2		
●	●	×	×	×	×	●
●	●	○	×	×	×	●
●	×	×	●	×	×	●
●	×	●	×	×	×	●
●	○	●	×	×	×	●

Make a note of the LED indication and then report the indication to your dealer or to Brother Customer Service.

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